



# CHFS Training/Educational Course Catalog

## Protection & Permanency and Cross Program Training Events

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<b>Title:</b>	<b>Adoption Assistance</b>
<b>Description:</b>	This training is to explain adoption assistance so that Cabinet staff and PCC staff are prepared to explain the assistance to prospective adoptive families.
<b>Program Area:</b>	PP
<b>Prerequisite(s):</b>	
<b>Delivery Method:</b>	Classroom
<b>Scheduled Hours Per Event:</b>	7.5
<b>Projected Events:</b>	2
<b>PIP/ASFA Outcome:</b>	Permanency
<b>Goal &amp; Objectives:</b>	<i>3.5 To minimize the number of children placed in residential care.</i>
<b>Title:</b>	<b>American Red Cross: Standard First Aid</b>
<b>Description:</b>	Participants will learn standard first aid to be prepared for an emergency when working with families and children in the child welfare system. Participants will know how to perform CPR on adults, children and infants, and how to operate an automated external defibrillator.
<b>Program Area:</b>	ALL
<b>Prerequisite(s):</b>	
<b>Delivery Method:</b>	Classroom
<b>Scheduled Hours Per Event:</b>	7.5
<b>Projected Events:</b>	2
<b>PIP/ASFA Outcome:</b>	Safety
<b>Goal &amp; Objectives:</b>	<i>2.5 To improve child support services by increasing paternity establishments, order establishments, and collections.</i> <i>5.6 To provide a comprehensive professional development and training program that equips staff with the knowledge and skills necessary to provide high quality services.</i> <i>5.7 To ensure that Protection &amp; Permanency services are fully compliant with Best Practice standards prescribed by the Council on Accreditation.</i>

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<b>Title:</b>	<b>Assessing Child Protection Services Referrals in Out-of-Home Care Settings</b>
<b>Description:</b>	<p>This training program is designed for experienced DCBS Investigative Workers who initiate assessments on referrals alleging abuse and/or neglect in Day Cares, Schools, Residential Facilities, Resource Homes and other Private Child Care placements. The first day of training will include information on the roles of DCBS and of other agencies in these investigations. The final day of the training will focus on physical management and its relationship to the referrals received in many of our cases.</p> <p>A portion of this training will be conducted using a web-based learning system. Prior to attending this training, participants will be sent an e-mail that will give directions to the this website. Participants will be required to complete pre-work assignments using the web-based learning system that will allow the training to move along at a more rapid pace.</p>
<b>Program Area:</b>	PP
<b>Prerequisite(s):</b>	
<b>Delivery Method:</b>	Classroom
<b>Scheduled Hours Per Event:</b>	19
<b>Projected Events:</b>	3
<b>PIP/ASFA Outcome:</b>	Safety
<b>Goal &amp; Objectives:</b>	<i>1.4 To meet or exceed the child safety provisions of the Adoption and Safe Families Act (ASFA) as measured by recurrences of child maltreatment, incidences of abuse/neglect in foster care placements, and timeliness of investigations.</i> <i>2.1 To assess each family's situation and deliver quality services based on a comprehensive approach.</i>

<b>Title:</b>	<b>Assessing Families Involved with Methamphetamine Labs</b>
<b>Description:</b>	This training will help workers assess if families are involved in meth labs (manufacturing and/or using). It will also focus on the steps to be taken in dealing with these families. Also addressed will be the impact of meth use and manufacturing on the child welfare system. This training is recommended for P&P workers and supervisors.
<b>Program Area:</b>	PP
<b>Prerequisite(s):</b>	
<b>Delivery Method:</b>	Classroom
<b>Scheduled Hours Per Event:</b>	3
<b>Projected Events:</b>	14
<b>PIP/ASFA Outcome:</b>	Safety, Well-Being
<b>Goal &amp; Objectives:</b>	<p><i>2.1 To assess each family's situation and deliver quality services based on a comprehensive approach.</i></p> <p><i>5.6 To provide a comprehensive professional development and training program that equips staff with the knowledge and skills necessary to provide high quality services.</i></p> <p><i>5.7 To ensure that Protection &amp; Permanency services are fully compliant with Best Practice standards prescribed by the Council on Accreditation.</i></p>

<b>Title:</b>	<b>Assessing Needs of Families and Children (Course I - Week III)</b>
<b>Description:</b>	This course prepares participants to assess the needs of families and children using the Continuous Quality Assessment tool. It assists workers in making safety evaluations and determining the level of risk to address safety issues in families. Participants learn about safety planning and aftercare planning. The course also addresses concurrent planning and kinship care when children have to be removed as a result of an assessment. This includes the preparation for and the placement of the child, when appropriate. There is a discussion of the Fair Hearing/CAPTA process as well as appropriate referral for services. This course guides workers toward case planning.
<b>Program Area:</b>	PP
<b>Prerequisite(s):</b>	Preparation and Participation in Judicial Proceedings
<b>Delivery Method:</b>	Classroom
<b>Scheduled Hours Per Event:</b>	26.5
<b>Projected Events:</b>	12
<b>PIP/ASFA Outcome:</b>	Safety, Permanency, Well-Being
<b>Goal &amp; Objectives:</b>	<p><i>2.1 To assess each family's situation and deliver quality services based on a comprehensive approach.</i></p> <p><i>3.2 To decrease the recidivism rate for children in out-of-home care.</i></p> <p><i>3.4 To reduce the average number of placements for children in out-of-home care.</i></p> <p><i>5.6 To provide a comprehensive professional development and training program that equips staff with the knowledge and skills necessary to provide high quality services.</i></p> <p><i>5.7 To ensure that Protection &amp; Permanency services are fully compliant with Best Practice standards prescribed by the Council on Accreditation.</i></p> <p><i>6.2 To increase technical support and resources to community Vision efforts.</i></p>

<b>Title:</b>	<b>Assessment and Case Management of Child Sexual Abuse (Course III - Part I)</b>
<b>Description:</b>	<p>This course is legislatively mandated and prepares participants to identify family dynamics associated with childhood sexual abuse, advocacy, crisis assistance and intervention, preparation for and participation in judicial proceedings in child sexual abuse cases and to assess the placement needs and prepare for the placement of the child when indicated. This also includes referral to appropriate services to benefit the health and welfare of the child including medical, educational and social services. Also included is consultation with collateral contacts and protective service providers. It prepares participants to assess and interview on required child sexual abuse cases.</p> <p>Participants will be required to attend a one-day follow-up training after attending this training.</p> <p>A portion of the course work for this training will be conducted via a web-based learning system. Prior to attending this training, participants will receive instructions from the trainer regarding the web-based assignments.</p> <p>Graduate credit will be awarded for satisfactory completion of this course. Immediately after registration, all participants must contact their Regional Training Coordinator to complete the application and provide college transcripts.</p>
<b>Program Area:</b>	PP
<b>Prerequisite(s):</b>	
<b>Delivery Method:</b>	Classroom
<b>Scheduled Hours Per Event:</b>	22.5
<b>Projected Events:</b>	12
<b>PIP/ASFA Outcome:</b>	Safety, Well-Being
<b>Goal &amp; Objectives:</b>	<p>2.1 To assess each family's situation and deliver quality services based on a comprehensive approach.</p> <p>5.6 To provide a comprehensive professional development and training program that equips staff with the knowledge and skills necessary to provide high quality services.</p> <p>5.7 To ensure that Protection &amp; Permanency services are fully compliant with Best Practice standards prescribed by the Council on Accreditation.</p>

<b>Title:</b>	<b>Assessment and Case Management of Child Sexual Abuse: Follow Up (Course III - Part II)</b>
<b>Description:</b>	<p>This one-day follow-up training is a requirement for all training participants attending the Assessment and Case Management of Child Sexual Abuse training.</p> <p>A portion of the course work for this training will be conducted via a web-based learning system. Prior to attending this training, participants will receive instructions from the trainer regarding the web-based assignments.</p> <p>Graduate credit will be awarded for satisfactory completion of this course. Immediately after registration, all participants must contact their Regional Training Coordinator to complete the application and provide college transcripts.</p>
<b>Program Area:</b>	PP
<b>Prerequisite(s):</b>	Assessment and Case Management of Child Sexual Abuse: Part I
<b>Delivery Method:</b>	Classroom
<b>Scheduled Hours Per Event:</b>	7.5
<b>Projected Events:</b>	12
<b>PIP/ASFA Outcome:</b>	Safety, Well-Being
<b>Goal &amp; Objectives:</b>	<p>2.1 To assess each family's situation and deliver quality services based on a comprehensive approach.</p> <p>5.6 To provide a comprehensive professional development and training program that equips staff with the knowledge and skills necessary to provide high quality services.</p> <p>5.7 To ensure that Protection &amp; Permanency services are fully compliant with Best Practice standards prescribed by the Council on Accreditation.</p>

<b>Title:</b>	<b>CAPTA</b>
<b>Description:</b>	CAPTA training will be presented by the regional attorney, representing the Office of Counsel, to provide Protection and Permanency staff with information concerning investigations, findings, initial court process, removal, ongoing services and appeal process that individuals and families can initiate when they do not agree with the actions of the Cabinet for Families and Health Services. Staff will be given the materials and information that will need to be made available when CAPTA appeals have been filed by clients.
<b>Program Area:</b>	PP
<b>Prerequisite(s):</b>	
<b>Delivery Method:</b>	Classroom
<b>Scheduled Hours Per Event:</b>	Determined by region.
<b>Projected Events:</b>	As requested by regions.
<b>PIP/ASFA Outcome:</b>	Safety
<b>Goal &amp; Objectives:</b>	<i>1.1 To evaluate impact of "multiple response legislation" (HB 204).</i> <i>1.4 To meet or exceed the child safety provisions of the Adoption and Safe Families Act (ASFA) as measured by recurrences of child maltreatment, incidences of abuse/neglect in foster care placements, and timeliness of investigations.</i> <i>2.1 To assess each family's situation and deliver quality services based on a comprehensive approach.</i> <i>5.6 To provide a comprehensive professional development and training program that equips staff with the knowledge and skills necessary to provide high quality services.</i>

<b>Title:</b>	<b>Care Plus Parenting</b>
<b>Description:</b>	This training will be offered regionally for resource parents so that they will be better equipped to help maintain children in out-of-home care who have difficult behaviors and meet the criteria to be placed in a care plus home.
<b>Program Area:</b>	PP
<b>Prerequisite(s):</b>	
<b>Delivery Method:</b>	Classroom
<b>Scheduled Hours Per Event:</b>	30
<b>Projected Events:</b>	64
<b>PIP/ASFA Outcome:</b>	Safety, Permanency, Well-Being
<b>Goal &amp; Objectives:</b>	<i>1.3 Improve services to foster care youth transitioning to adulthood.</i> <i>1.4 To meet or exceed the child safety provisions of the Adoption and Safe Families Act (ASFA) as measured by recurrences of child maltreatment, incidences of abuse/neglect in foster care placements, and timeliness of investigations.</i> <i>2.1 To assess each family's situation and deliver quality services based on a comprehensive approach.</i> <i>2.2 To advocate for the appropriate educational placement of children in CHFS custody.</i> <i>2.3 To increase the number of high school diplomas/GED certificates obtained by children in CHFS custody and in families receiving cash assistance.</i> <i>2.4 To increase the use of community resources and CHFS services.</i> <i>2.5 To improve child support services by increasing paternity establishments, order establishments, and collections.</i> <i>3.1 To reduce the amount of time to achieve legal permanency.</i> <i>3.2 To decrease the recidivism rate for children in out-of-home care.</i> <i>3.3 To increase the number of adoptions.</i> <i>3.5 To minimize the number of children placed in residential care.</i> <i>3.6 To preserve family connections as appropriate for children placed in out-of-home care.</i>

<b>Title:</b>	<b>Case Planning (Course I - Week IV)</b>
<b>Description:</b>	This course is designed to prepare the participants to develop and evaluate case plans based on a continuous quality assessment for family members in need of services, including children in out-of-home care. Client advocacy, arranging for needed medical, educational and social services, follow up and reassessments are included in this course. Engaging families, safety, permanency and well-being goals, objectives and tasks to prevent maltreatment or other issues are discussed. This course also addresses service complaints and request for a fair hearing as it relates to services provided.
<b>Program Area:</b>	PP
<b>Prerequisite(s):</b>	Preparation and Participation in Judicial Proceedings
<b>Delivery Method:</b>	Classroom
<b>Scheduled Hours Per Event:</b>	26.5
<b>Projected Events:</b>	12
<b>PIP/ASFA Outcome:</b>	Safety, Permanency, Well-Being
<b>Goal &amp; Objectives:</b>	<i>1.3 Improve services to foster care youth transitioning to adulthood.</i>

- 2.1 To assess each family's situation and deliver quality services based on a comprehensive approach.
- 3.1 To reduce the amount of time to achieve legal permanency.
- 3.2 To decrease the recidivism rate for children in out-of-home care.
- 3.4 To reduce the average number of placements for children in out-of-home care.
- 5.6 To provide a comprehensive professional development and training program that equips staff with the knowledge and skills necessary to provide high quality services.
- 5.7 To ensure that Protection & Permanency services are fully compliant with Best Practice standards prescribed by the Council on Accreditation.
- 6.2 To increase technical support and resources to community Vision efforts.

<b>Title:</b>	<b>Children with Sexual Behavior Problems</b>
<b>Description:</b>	This course prepares the participant with the knowledge and skills to assess children with sexual behavior problems, provide appropriate intervention services, referral to community services, securing appropriate placement, and case planning to benefit the child. This course also addresses assisting the client to access needed medical, social and educational services and assisting the client to achieve the highest level of functioning by providing therapeutic activities (assessment, treatment planning and counseling). There is an on-the-job practicum required in this course.
<b>Program Area:</b>	PP
<b>Prerequisite(s):</b>	
<b>Delivery Method:</b>	Classroom
<b>Scheduled Hours Per Event:</b>	60
<b>Projected Events:</b>	2
<b>PIP/ASFA Outcome:</b>	Safety, Permanency, Well-Being
<b>Goal &amp; Objectives:</b>	<ul style="list-style-type: none"> <li>1.1 To evaluate impact of "multiple response legislation" (HB 204).</li> <li>1.3 Improve services to foster care youth transitioning to adulthood.</li> <li>1.4 To meet or exceed the child safety provisions of the Adoption and Safe Families Act (ASFA) as measured by recurrences of child maltreatment, incidences of abuse/neglect in foster care placements, and timeliness of investigations.</li> <li>2.1 To assess each family's situation and deliver quality services based on a comprehensive approach.</li> <li>3.1 To reduce the amount of time to achieve legal permanency.</li> <li>3.2 To decrease the recidivism rate for children in out-of-home care.</li> <li>3.3 To increase the number of adoptions.</li> <li>3.4 To reduce the average number of placements for children in out-of-home care.</li> <li>3.5 To minimize the number of children placed in residential care.</li> <li>3.6 To preserve family connections as appropriate for children placed in out-of-home care.</li> </ul>

<b>Title:</b>	<b>Children with Sexual Behavior Problems: Practicums I-III</b>
<b>Description:</b>	This training, consisting of three one-day practicum sessions, is intended for the participants who completed the two-week Children with Sexual Behavior Problems training.
<b>Program Area:</b>	PP
<b>Prerequisite(s):</b>	Children with Sexual Behavior Problems: Weeks I-II
<b>Delivery Method:</b>	Classroom
<b>Scheduled Hours Per Event:</b>	22.5
<b>Projected Events:</b>	6
<b>PIP/ASFA Outcome:</b>	Safety, Permanency, Well-Being
<b>Goal &amp; Objectives:</b>	<ul style="list-style-type: none"> <li>1.1 To evaluate impact of "multiple response legislation" (HB 204).</li> <li>1.3 Improve services to foster care youth transitioning to adulthood.</li> <li>1.4 To meet or exceed the child safety provisions of the Adoption and Safe Families Act (ASFA) as measured by recurrences of child maltreatment, incidences of abuse/neglect in foster care placements, and timeliness of investigations.</li> <li>2.1 To assess each family's situation and deliver quality services based on a comprehensive approach.</li> <li>3.1 To reduce the amount of time to achieve legal permanency.</li> <li>3.2 To decrease the recidivism rate for children in out-of-home care.</li> <li>3.3 To increase the number of adoptions.</li> <li>3.4 To reduce the average number of placements for children in out-of-home care.</li> <li>3.5 To minimize the number of children placed in residential care.</li> <li>3.6 To preserve family connections as appropriate for children placed in out-of-home care.</li> <li>5.6 To provide a comprehensive professional development and training program that equips staff with the knowledge and skills necessary to provide high quality services.</li> </ul>

<b>Title:</b>	<b>Collaborative Services in Mental Health &amp; Substance Abuse</b>
<b>Description:</b>	<p>This training is intended for tenured full time P&amp;P Staff to provide them with critical knowledge about substance abuse and mental health problems experienced by families. A variety of subjects related to substance use disorders and mental health problems is discussed such as screening, assessment, case management, and referral services.</p> <p>This four-part training has been designed to be delivered using two different methods of training. Two parts of the training will be classroom based and two parts will be field based. The classroom based portion (Parts I &amp; II) will be conducted at a training site where all participants will assemble. Field based portions (Field Modules I &amp; II) will be delivered over the web using Blackboard at the participant's workstation.</p> <p>Classroom based portions of the course focus on theoretical foundations, etiology/ diagnosis of substance abuse and mental health problems, as well as screening, referral, and case management practices.</p> <p>Graduate credit will be awarded for satisfactory completion of this course. Immediately after registration, all participants must contact their Regional Training Coordinator to complete the application and provide college transcripts.</p>
<b>Program Area:</b>	PP
<b>Prerequisite(s):</b>	
<b>Delivery Method:</b>	Classroom
<b>Scheduled Hours Per Event:</b>	22.0
<b>Projected Events:</b>	As requested by region.
<b>PIP/ASFA Outcome:</b>	Safety, Permanency, Well-Being
<b>Goal &amp; Objectives:</b>	<ul style="list-style-type: none"><li>1.1 To evaluate impact of "multiple response legislation" (HB 204).</li><li>1.2 To evaluate current services for adults.</li><li>1.3 Improve services to foster care youth transitioning to adulthood.</li><li>1.4 To meet or exceed the child safety provisions of the Adoption and Safe Families Act (ASFA) as measured by recurrences of child maltreatment, incidences of abuse/neglect in foster care placements, and timeliness of investigations.</li><li>2.1 To assess each family's situation and deliver quality services based on a comprehensive approach.</li><li>2.2 To advocate for the appropriate educational placement of children in CHFS custody.</li><li>2.3 To increase the number of high school diplomas/GED certificates obtained by children in CHFS custody and in families receiving cash assistance.</li><li>2.4 To increase the use of community resources and CHFS services.</li><li>2.5 To improve child support services by increasing paternity establishments, order establishments, and collections.</li><li>3.1 To reduce the amount of time to achieve legal permanency.</li><li>3.2 To decrease the recidivism rate for children in out-of-home care.</li><li>3.3 To increase the number of adoptions.</li><li>3.4 To reduce the average number of placements for children in out-of-home care.</li><li>3.5 To minimize the number of children placed in residential care.</li><li>3.6 To preserve family connections as appropriate for children placed in out-of-home care.</li><li>5.6 To provide a comprehensive professional development and training program that equips staff with the knowledge and skills necessary to provide high quality services.</li><li>5.7 To ensure that Protection &amp; Permanency services are fully compliant with Best Practice standards prescribed by the Council on Accreditation.</li></ul>

<b>Title:</b>	<b>Community First Aid and CPR</b>
<b>Description:</b>	This training is provided to any staff within the region that may be part of the FAST team (First Aid and Safety) or transport medically fragile children. Participants will learn CPR and First Aid for infants, children and adults.
<b>Program Area:</b>	ALL
<b>Prerequisite(s):</b>	
<b>Delivery Method:</b>	Classroom
<b>Scheduled Hours Per Event:</b>	7.5
<b>Projected Events:</b>	15
<b>PIP/ASFA Outcome:</b>	
<b>Goal &amp; Objectives:</b>	<ul style="list-style-type: none"><li>5.3 To increase fiscal resources to support quality service delivery.</li><li>5.4 To support delivery of quality services by improving the safety, efficiency and appearance of the physical work environment.</li><li>5.6 To provide a comprehensive professional development and training program that equips staff with the knowledge and skills necessary to provide high quality services.</li></ul>

<b>Title:</b>	<b>Critical Incident Stress Management</b>
<b>Description:</b>	This training is designed to adapt "first responder" techniques to the unique crisis situations faced by resource parents. The two-day training is provided by expert staff from the Kentucky Crisis Response Board for the members of Kentucky Foster & Adoptive Parent Training Support Network teams. It is mandatory for all new Network members. The training utilizes the SAFER Model to help parents facing crisis and traumatic stress to return to cognitive and adaptive coping within a short time period.
<b>Program Area:</b>	PP
<b>Prerequisite(s):</b>	
<b>Delivery Method:</b>	Classroom
<b>Scheduled Hours Per Event:</b>	15
<b>Projected Events:</b>	
<b>PIP/ASFA Outcome:</b>	Safety, Permanency, Well-Being
<b>Goal &amp; Objectives:</b>	<i>1.1 To evaluate impact of "multiple response legislation" (HB 204).</i> <i>1.3 Improve services to foster care youth transitioning to adulthood.</i> <i>1.4 To meet or exceed the child safety provisions of the Adoption and Safe Families Act (ASFA) as measured by recurrences of child maltreatment, incidences of abuse/neglect in foster care placements, and timeliness of investigations.</i> <i>2.1 To assess each family's situation and deliver quality services based on a comprehensive approach.</i> <i>2.2 To advocate for the appropriate educational placement of children in CHFS custody.</i> <i>2.4 To increase the use of community resources and CHFS services.</i> <i>2.5 To improve child support services by increasing paternity establishments, order establishments, and collections.</i> <i>4.4 To increase access to services that help families become and remain self-sufficient.</i> <i>4.5 To strengthen the role of child support in meeting family needs.</i>

<b>Title:</b>	<b>Cultural Competency with Hispanic/Latino Clients</b>
<b>Description:</b>	<p>This training will be conducted and designed in collaboration with a trainer who is a consultant to the Equal Opportunity Compliance Branch; Division of Professional Development and Training; and two pilot regions: KIPDA-Jefferson and KIPDA-Salt River Service Regions.</p> <p>The regions will identify the number of participants who will complete 'Limited English Proficiency' training sessions and the number of employees identified as qualified interpreters. After the trainings are completed, an assessment of customer satisfaction with the piloted training delivery methods will be conducted. This training pilot will help to develop and implement a learning reinforcement model for LEP, build internal capacity; support staff interpreters; satisfy Title VI/LEP mandates and to demonstrate compliance efforts. This course will foster an organizational culture of diversity; improve the Cabinet's ability to address immediate service needs of LEP customers; and will provide evaluation tools and guidelines for piloted training delivery.</p>
<b>Program Area:</b>	ALL
<b>Prerequisite(s):</b>	
<b>Delivery Method:</b>	Classroom
<b>Scheduled Hours Per Event:</b>	
<b>Projected Events:</b>	12
<b>PIP/ASFA Outcome:</b>	Well-Being
<b>Goal &amp; Objectives:</b>	<i>5.6 To provide a comprehensive professional development and training program that equips staff with the knowledge and skills necessary to provide high quality services.</i>

<b>Title:</b>	<b>De-Stress Your Stress with Stress Management</b>
<b>Description:</b>	This interactive workshop is designed to foster participant discussion about stress and its effect on customer service skills in working with families and children. The training offers strategies for coping with stress. Some areas discussed are the causes of stress, the potential medical illnesses resulting from stress, and some ways to relieve stress. This is a light-hearted workshop ideal for creating laughter while learning new strategies to manage stress and is conducted in the regions.
<b>Program Area:</b>	ALL
<b>Prerequisite(s):</b>	
<b>Delivery Method:</b>	Classroom
<b>Scheduled Hours Per Event:</b>	4.0
<b>Projected Events:</b>	5
<b>PIP/ASFA Outcome:</b>	Well-Being
<b>Goal &amp; Objectives:</b>	<i>5.1 To improve recruitment and retention of qualified staff.</i> <i>5.3 To increase fiscal resources to support quality service delivery.</i>

- 5.4 To support delivery of quality services by improving the safety, efficiency and appearance of the physical work environment.
- 5.5 To develop and implement continuous quality improvement processes that ensure better services and outcomes for families.
- 5.6 To provide a comprehensive professional development and training program that equips staff with the knowledge and skills necessary to provide high quality services.
- 5.7 To ensure that Protection & Permanency services are fully compliant with Best Practice standards prescribed by the Council on Accreditation.

<b>Title:</b>	<b>Dynamics and Indicators of Families in Need of Services (Course I - Week II)</b>
<b>Description:</b>	This training will prepare participants to recognize dynamics and indicators of families in need of services and to refer them to the appropriate resources. This includes the medically fragile child and childhood victims of abuse and neglect. The course will also prepare participants to use multiple response referral criteria and process, medical components related to child fatalities, prepare for and participate in judicial determinations, including placement of the child, when indicated.
<b>Program Area:</b>	PP
<b>Prerequisite(s):</b>	Introduction to Kentucky's Child Welfare System.
<b>Delivery Method:</b>	Classroom
<b>Scheduled Hours Per Event:</b>	19
<b>Projected Events:</b>	12
<b>PIP/ASFA Outcome:</b>	Safety, Permanency, Well-Being
<b>Goal &amp; Objectives:</b>	<ul style="list-style-type: none"> <li>1.3 Improve services to foster care youth transitioning to adulthood.</li> <li>2.1 To assess each family's situation and deliver quality services based on a comprehensive approach.</li> <li>5.6 To provide a comprehensive professional development and training program that equips staff with the knowledge and skills necessary to provide high quality services.</li> <li>5.7 To ensure that Protection &amp; Permanency services are fully compliant with Best Practice standards prescribed by the Council on Accreditation.</li> <li>6.2 To increase technical support and resources to community Vision efforts.</li> </ul>

<b>Title:</b>	<b>Enhancing Safety &amp; Permanency of Children</b>
<b>Description:</b>	This course is designed to prepare CPS, R&C workers, PCC staff and Resource Parents to meet the safety, stability and permanency needs of the youth in care through teamwork with the biological family, the caregiving family and our community partners. Participants will learn to engage clients and community partners into the problem solving process and integrate ASFA outcomes into daily case work practice. It will focus on Family Team meetings, attachment issues, visitation, permanency goals, adoption issues, and trauma of placement.
<b>Program Area:</b>	PP
<b>Prerequisite(s):</b>	
<b>Delivery Method:</b>	Classroom
<b>Scheduled Hours Per Event:</b>	52.5 Classroom. Skills work on the job between classroom weeks.
<b>Projected Events:</b>	36
<b>PIP/ASFA Outcome:</b>	Safety, Permanency, Well-Being
<b>Goal &amp; Objectives:</b>	<ul style="list-style-type: none"> <li>1.4 To meet or exceed the child safety provisions of the Adoption and Safe Families Act (ASFA) as measured by recurrences of child maltreatment, incidences of abuse/neglect in foster care placements, and timeliness of investigations.</li> <li>2.1 To assess each family's situation and deliver quality services based on a comprehensive approach.</li> <li>2.2 To advocate for the appropriate educational placement of children in CHFS custody.</li> <li>2.4 To increase the use of community resources and CHFS services.</li> <li>3.1 To reduce the amount of time to achieve legal permanency.</li> </ul>



<b>Title:</b>	<b>Ethical Decision Making</b>
<b>Description:</b>	<p>This training intended for tenured full-time P&amp;P Staff will enable participants to approach ethical problems that arise in practice and research in a reasoned way, understand and critique the NASW Code of Ethics, understand the major concepts that underlie ethics in Social Work, apply ethical decision making to at least two complex cases and know the importance of continued skills building in ethical reasoning and decision making.</p> <p>This training consists of eight separate components four of which are field-based training and four of which are classroom-based. All field-based components will be conducted via a web-based learning system and will be completed at the participant's workstation. Prior to attending the first classroom-based training, participants will receive instructions from the trainer regarding assignments conducted via the web-based system.</p> <p>Graduate credit will be awarded for satisfactory completion of this course. Immediately after registration, all participants must contact their Regional Training Coordinator to complete the application and provide college transcripts.</p>
<b>Program Area:</b>	PP
<b>Prerequisite(s):</b>	
<b>Delivery Method:</b>	Classroom
<b>Scheduled Hours Per Event:</b>	46.0
<b>Projected Events:</b>	As requested by region.
<b>PIP/ASFA Outcome:</b>	Safety, Permanency, Well-Being
<b>Goal &amp; Objectives:</b>	<p>1.1 To evaluate impact of "multiple response legislation" (HB 204).</p> <p>1.2 To evaluate current services for adults.</p> <p>1.3 Improve services to foster care youth transitioning to adulthood.</p> <p>1.4 To meet or exceed the child safety provisions of the Adoption and Safe Families Act (ASFA) as measured by recurrences of child maltreatment, incidences of abuse/neglect in foster care placements, and timeliness of investigations.</p> <p>2.1 To assess each family's situation and deliver quality services based on a comprehensive approach.</p> <p>2.2 To advocate for the appropriate educational placement of children in CHFS custody.</p> <p>2.3 To increase the number of high school diplomas/GED certificates obtained by children in CHFS custody and in families receiving cash assistance.</p> <p>2.4 To increase the use of community resources and CHFS services.</p> <p>2.5 To improve child support services by increasing paternity establishments, order establishments, and collections.</p> <p>3.1 To reduce the amount of time to achieve legal permanency.</p> <p>3.2 To decrease the recidivism rate for children in out-of-home care.</p> <p>3.3 To increase the number of adoptions.</p> <p>3.4 To reduce the average number of placements for children in out-of-home care.</p> <p>3.5 To minimize the number of children placed in residential care.</p> <p>3.6 To preserve family connections as appropriate for children placed in out-of-home care.</p> <p>5.6 To provide a comprehensive professional development and training program that equips staff with the knowledge and skills necessary to provide high quality services.</p> <p>5.7 To ensure that Protection &amp; Permanency services are fully compliant with Best Practice standards prescribed by the Council on Accreditation.</p>

<b>Title:</b>	<b>Exploring Cultural Diversity and Prejudice</b>
<b>Description:</b>	<p>This required training for all CHFS employees will prepare the participant for working with the diverse population of clients in the human services system to avoid discriminatory practices. The training creates a safe learning environment for examining individual biases and how those biases can relate to culturally competent service delivery and for exploring the misinformation often present about other groups. Through small group work, discussion, facilitated storytelling and role play, participants will learn to undo stereotypes about race, gender, sexual orientation, religion, class, disabilities and other differences which will assist in the development of case plans.</p>
<b>Program Area:</b>	ALL
<b>Prerequisite(s):</b>	
<b>Delivery Method:</b>	Classroom
<b>Scheduled Hours Per Event:</b>	11.5
<b>Projected Events:</b>	24
<b>PIP/ASFA Outcome:</b>	
<b>Goal &amp; Objectives:</b>	<p>2.1 To assess each family's situation and deliver quality services based on a comprehensive approach.</p> <p>2.2 To advocate for the appropriate educational placement of children in CHFS custody.</p> <p>5.1 To improve recruitment and retention of qualified staff.</p>

- 5.6 To provide a comprehensive professional development and training program that equips staff with the knowledge and skills necessary to provide high quality services.
- 5.7 To ensure that Protection & Permanency services are fully compliant with Best Practice standards prescribed by the Council on Accreditation.

<b>Title:</b>	<b>Family Group Decision Making</b>
<b>Description:</b>	This training is for designated representatives who will be responsible to facilitate and coordinate Family Group Decision Making/Family Team Meetings. Participants will learn to "remove their hat" in their current role of service provider (i.e. Family Services Worker, Family Preservation Worker, etc.) and become an objective facilitator for family meetings. Participants will discuss roles of facilitators and coordinators; define roles of the various participants in the process; model best practices and explore family dynamics involved in the Family Group Decision Making process. Each person will conclude the training with the tools to return to their regions and begin facilitating their own family meetings.
<b>Program Area:</b>	PP
<b>Prerequisite(s):</b>	
<b>Delivery Method:</b>	Classroom
<b>Scheduled Hours Per Event:</b>	Determined by region.
<b>Projected Events:</b>	As requested by region.
<b>PIP/ASFA Outcome:</b>	Safety, Permanency, Well-Being
<b>Goal &amp; Objectives:</b>	<p>1.1 To evaluate impact of "multiple response legislation" (HB 204).</p> <p>1.2 To evaluate current services for adults.</p> <p>1.3 Improve services to foster care youth transitioning to adulthood.</p> <p>1.4 To meet or exceed the child safety provisions of the Adoption and Safe Families Act (ASFA) as measured by recurrences of child maltreatment, incidences of abuse/neglect in foster care placements, and timeliness of investigations.</p> <p>2.1 To assess each family's situation and deliver quality services based on a comprehensive approach.</p> <p>2.2 To advocate for the appropriate educational placement of children in CHFS custody.</p> <p>2.3 To increase the number of high school diplomas/GED certificates obtained by children in CHFS custody and in families receiving cash assistance.</p> <p>2.4 To increase the use of community resources and CHFS services.</p> <p>2.5 To improve child support services by increasing paternity establishments, order establishments, and collections.</p> <p>3.1 To reduce the amount of time to achieve legal permanency.</p> <p>3.2 To decrease the recidivism rate for children in out-of-home care.</p> <p>3.3 To increase the number of adoptions.</p> <p>3.4 To reduce the average number of placements for children in out-of-home care.</p> <p>3.5 To minimize the number of children placed in residential care.</p> <p>3.6 To preserve family connections as appropriate for children placed in out-of-home care.</p> <p>5.6 To provide a comprehensive professional development and training program that equips staff with the knowledge and skills necessary to provide high quality services.</p> <p>5.7 To ensure that Protection &amp; Permanency services are fully compliant with Best Practice standards prescribed by the Council on Accreditation.</p>

<b>Title:</b>	<b>Family Group Decision Making: Advanced</b>
<b>Description:</b>	This advanced training is for designated representatives who will be responsible to facilitate and coordinate Family Group Decision Making/Family Team Meetings. Participants will learn to "remove their hat" in their current role of service provider (i.e. Family Services Worker, Family Preservation Worker, etc.) and become an objective facilitator for family meetings. Participants will discuss roles of facilitators and coordinators; define roles of the various participants in the process; model best practices and explore family dynamics involved in the Family Group Decision Making process. Each person will conclude the training with the tools to return to their regions and begin facilitating their own family meetings.
<b>Program Area:</b>	PP
<b>Prerequisite(s):</b>	
<b>Delivery Method:</b>	Classroom
<b>Scheduled Hours Per Event:</b>	Determined by region.
<b>Projected Events:</b>	As requested by region.
<b>PIP/ASFA Outcome:</b>	Safety, Permanency, Well-Being
<b>Goal &amp; Objectives:</b>	<p>1.1 To evaluate impact of "multiple response legislation" (HB 204).</p> <p>1.2 To evaluate current services for adults.</p> <p>1.3 Improve services to foster care youth transitioning to adulthood.</p> <p>1.4 To meet or exceed the child safety provisions of the Adoption and Safe Families Act (ASFA) as measured by recurrences of child maltreatment, incidences of abuse/neglect in foster care placements, and timeliness of investigations.</p> <p>2.1 To assess each family's situation and deliver quality services based on a comprehensive approach.</p>

- 2.2 To advocate for the appropriate educational placement of children in CHFS custody.
- 2.3 To increase the number of high school diplomas/GED certificates obtained by children in CHFS custody and in families receiving cash assistance.
- 2.4 To increase the use of community resources and CHFS services.
- 2.5 To improve child support services by increasing paternity establishments, order establishments, and collections.
- 3.1 To reduce the amount of time to achieve legal permanency.
- 3.2 To decrease the recidivism rate for children in out-of-home care.
- 3.3 To increase the number of adoptions.
- 3.4 To reduce the average number of placements for children in out-of-home care.
- 3.5 To minimize the number of children placed in residential care.
- 3.6 To preserve family connections as appropriate for children placed in out-of-home care.
- 5.6 To provide a comprehensive professional development and training program that equips staff with the knowledge and skills necessary to provide high quality services.
- 5.7 To ensure that Protection & Permanency services are fully compliant with Best Practice standards prescribed by the Council on Accreditation.

**Title:** **Field Training Specialist: Training of Trainers**

**Description:** This training is provided to individuals and their supervisors who have been selected as Field Training Specialists. Field Training Specialists are selected by their supervisors and peer groups. The training focuses on mentoring skills, adult learning styles, communication skills, social allergies, coaching and performance, and provides effective feedback. In addition, participants will employ the use of specific behavioral anchors and corresponding evaluation tools which will help them to properly evaluate a new employee's attitude and job performance and to provide appropriate coaching and feedback to that individual. This is an interactive training, which allows participants to practice the skills that are taught in the training.

**Program Area:** ALL

**Prerequisite(s):**

**Delivery Method:** Classroom

**Scheduled Hours Per Event:** 19.0

**Projected Events:** 12

**PIP/ASFA Outcome:**

- Goal & Objectives:**
- 5.1 To improve recruitment and retention of qualified staff.
  - 5.2 To improve use of technology to support service delivery.
  - 5.6 To provide a comprehensive professional development and training program that equips staff with the knowledge and skills necessary to provide high quality services.

**Title:** **Foster Care Plus**

**Description:** This curriculum is for resource parents who are caring for children who have the more difficult behaviors to manage. This will help them understand their needs and ways to meet those needs.

**Program Area:** PP

**Prerequisite(s):**

**Delivery Method:** Classroom

**Scheduled Hours Per Event:** Determined by region.

**Projected Events:** 32

**PIP/ASFA Outcome:** Permanency, Well-Being

- Goal & Objectives:**
- 1.3 Improve services to foster care youth transitioning to adulthood.
  - 1.4 To meet or exceed the child safety provisions of the Adoption and Safe Families Act (ASFA) as measured by recurrences of child maltreatment, incidences of abuse/neglect in foster care placements, and timeliness of investigations.
  - 2.1 To assess each family's situation and deliver quality services based on a comprehensive approach.
  - 2.2 To advocate for the appropriate educational placement of children in CHFS custody.
  - 2.3 To increase the number of high school diplomas/GED certificates obtained by children in CHFS custody and in families receiving cash assistance.
  - 2.4 To increase the use of community resources and CHFS services.
  - 3.1 To reduce the amount of time to achieve legal permanency.
  - 3.2 To decrease the recidivism rate for children in out-of-home care.
  - 3.3 To increase the number of adoptions.
  - 3.4 To reduce the average number of placements for children in out-of-home care.
  - 3.5 To minimize the number of children placed in residential care.
  - 3.6 To preserve family connections as appropriate for children placed in out-of-home care.

<b>Title:</b>	<b>Foster Care Plus: Training of Trainers</b>
<b>Description:</b>	This training is for staff and/or resource parents to become trainers so they can present this training regionally to their resource parents. The training will give them information they can use to develop their skills about this subject and materials to use with resource parents who are caring for a child with more difficult behaviors.
<b>Program Area:</b>	PP
<b>Prerequisite(s):</b>	
<b>Delivery Method:</b>	Classroom
<b>Scheduled Hours Per Event:</b>	Determined by region.
<b>Projected Events:</b>	5
<b>PIP/ASFA Outcome:</b>	Safety, Permanency, Well-Being
<b>Goal &amp; Objectives:</b>	<ul style="list-style-type: none"> <li>1.3 <i>Improve services to foster care youth transitioning to adulthood.</i></li> <li>1.4 <i>To meet or exceed the child safety provisions of the Adoption and Safe Families Act (ASFA) as measured by recurrences of child maltreatment, incidences of abuse/neglect in foster care placements, and timeliness of investigations.</i></li> <li>2.1 <i>To assess each family's situation and deliver quality services based on a comprehensive approach.</i></li> <li>2.2 <i>To advocate for the appropriate educational placement of children in CHFS custody.</i></li> <li>2.3 <i>To increase the number of high school diplomas/GED certificates obtained by children in CHFS custody and in families receiving cash assistance.</i></li> <li>2.4 <i>To increase the use of community resources and CHFS services.</i></li> <li>3.1 <i>To reduce the amount of time to achieve legal permanency.</i></li> <li>3.2 <i>To decrease the recidivism rate for children in out-of-home care.</i></li> <li>3.3 <i>To increase the number of adoptions.</i></li> <li>3.4 <i>To reduce the average number of placements for children in out-of-home care.</i></li> <li>3.5 <i>To minimize the number of children placed in residential care.</i></li> <li>3.6 <i>To preserve family connections as appropriate for children placed in out-of-home care.</i></li> <li>5.1 <i>To improve recruitment and retention of qualified staff.</i></li> <li>5.3 <i>To increase fiscal resources to support quality service delivery.</i></li> <li>5.4 <i>To support delivery of quality services by improving the safety, efficiency and appearance of the physical work environment.</i></li> <li>5.5 <i>To develop and implement continuous quality improvement processes that ensure better services and outcomes for families.</i></li> <li>5.6 <i>To provide a comprehensive professional development and training program that equips staff with the knowledge and skills necessary to provide high quality services.</i></li> <li>5.7 <i>To ensure that Protection &amp; Permanency services are fully compliant with Best Practice standards prescribed by the Council on Accreditation.</i></li> </ul>

<b>Title:</b>	<b>GPS: Child Sexual Abuse</b>
<b>Description:</b>	This training prepares and supports experienced foster parents to develop specialized insights and skills for working with children and birth families where there has been sexual abuse. The program addresses the unique pressures of caring for children who have been sexually abused that can bring to bear pressures on families and marriage while providing practical strategies for dealing with the difficult behaviors of the children. This training also fulfills the requirement for becoming an Advanced Resource Home.
<b>Program Area:</b>	PP
<b>Prerequisite(s):</b>	
<b>Delivery Method:</b>	Classroom
<b>Scheduled Hours Per Event:</b>	26.5
<b>Projected Events:</b>	
<b>PIP/ASFA Outcome:</b>	Safety, Permanency, Well-Being
<b>Goal &amp; Objectives:</b>	<ul style="list-style-type: none"> <li>5.1 <i>To improve recruitment and retention of qualified staff.</i></li> <li>5.2 <i>To improve use of technology to support service delivery.</i></li> <li>5.3 <i>To increase fiscal resources to support quality service delivery.</i></li> <li>5.6 <i>To provide a comprehensive professional development and training program that equips staff with the knowledge and skills necessary to provide high quality services.</i></li> <li>5.7 <i>To ensure that Protection &amp; Permanency services are fully compliant with Best Practice standards prescribed by the Council on Accreditation.</i></li> </ul>

<b>Title:</b>	<b>GPS: Child Sexual Abuse--Training of Trainers</b>
<b>Description:</b>	This course is designed to enable participants to conduct the training for resource parents to assist with children in placement who have been sexually abused. The program addresses the unique pressures of caring for children who have been sexually abused can bring to bear on families and marriage while providing practical strategies for dealing with the difficult behaviors of children.
<b>Program Area:</b>	PP
<b>Prerequisite(s):</b>	
<b>Delivery Method:</b>	Classroom
<b>Scheduled Hours Per Event:</b>	30
<b>Projected Events:</b>	4
<b>PIP/ASFA Outcome:</b>	Safety, Permanency, Well-Being
<b>Goal &amp; Objectives:</b>	<i>5.1 To improve recruitment and retention of qualified staff.</i> <i>5.2 To improve use of technology to support service delivery.</i> <i>5.3 To increase fiscal resources to support quality service delivery.</i> <i>5.6 To provide a comprehensive professional development and training program that equips staff with the knowledge and skills necessary to provide high quality services.</i> <i>5.7 To ensure that Protection &amp; Permanency services are fully compliant with Best Practice standards prescribed by the Council on Accreditation.</i>

<b>Title:</b>	<b>GPS: Children Exposed to Drugs or HIV</b>
<b>Description:</b>	This course is designed to enable foster and/or adoptive families to make a decision about caring for children exposed to drugs or the HIV virus and how to work effectively with children in placement who are drug or HIV exposed. This program can be used in GPS for foster and adoptive parents or as in-service training for all types of families. Families who complete the program could also receive credit toward approval as special needs or medically fragile. Training participants must be GPS certified to attend.
<b>Program Area:</b>	PP
<b>Prerequisite(s):</b>	
<b>Delivery Method:</b>	Classroom
<b>Scheduled Hours Per Event:</b>	15.0
<b>Projected Events:</b>	
<b>PIP/ASFA Outcome:</b>	Permanency, Well-Being
<b>Goal &amp; Objectives:</b>	<i>1.3 Improve services to foster care youth transitioning to adulthood.</i> <i>1.4 To meet or exceed the child safety provisions of the Adoption and Safe Families Act (ASFA) as measured by recurrences of child maltreatment, incidences of abuse/neglect in foster care placements, and timeliness of investigations.</i> <i>2.1 To assess each family's situation and deliver quality services based on a comprehensive approach.</i> <i>2.2 To advocate for the appropriate educational placement of children in CHFS custody.</i> <i>2.3 To increase the number of high school diplomas/GED certificates obtained by children in CHFS custody and in families receiving cash assistance.</i> <i>2.4 To increase the use of community resources and CHFS services.</i> <i>3.2 To decrease the recidivism rate for children in out-of-home care.</i> <i>3.3 To increase the number of adoptions.</i> <i>3.4 To reduce the average number of placements for children in out-of-home care.</i> <i>3.5 To minimize the number of children placed in residential care.</i> <i>3.6 To preserve family connections as appropriate for children placed in out-of-home care.</i> <i>5.1 To improve recruitment and retention of qualified staff.</i> <i>5.3 To increase fiscal resources to support quality service delivery.</i> <i>5.4 To support delivery of quality services by improving the safety, efficiency and appearance of the physical work environment.</i> <i>5.6 To provide a comprehensive professional development and training program that equips staff with the knowledge and skills necessary to provide high quality services.</i> <i>5.7 To ensure that Protection &amp; Permanency services are fully compliant with Best Practice standards prescribed by the Council on Accreditation.</i>

<b>Title:</b>	<b>GPS: Children Exposed to Drugs or HIV--Training of Trainers</b>
<b>Description:</b>	<p>Participants will be certified to deliver GPS for Children Exposed to Drugs or HIV, a six-hour training program designed to help foster and adoptive families prepare for and to make a decision about caring for children who are exposed to drugs, including cocaine and alcohol, or the HIV virus contracted prior to or at birth.</p> <p>This program can be used as an 11th and 12th meeting of GPS for foster and adoptive parents who plan to care for such children, or as in-service training for all types of families. Families who complete the program could also receive credit toward approval as special needs or medically fragile.</p> <p>Training participants must be GPS Certified in order to attend.</p>
<b>Program Area:</b>	PP
<b>Prerequisite(s):</b>	
<b>Delivery Method:</b>	Classroom
<b>Scheduled Hours Per Event:</b>	
<b>Projected Events:</b>	4
<b>PIP/ASFA Outcome:</b>	Permanency, Well-Being
<b>Goal &amp; Objectives:</b>	<p><i>1.3 Improve services to foster care youth transitioning to adulthood.</i></p> <p><i>1.4 To meet or exceed the child safety provisions of the Adoption and Safe Families Act (ASFA) as measured by recurrences of child maltreatment, incidences of abuse/neglect in foster care placements, and timeliness of investigations.</i></p> <p><i>2.1 To assess each family's situation and deliver quality services based on a comprehensive approach.</i></p> <p><i>2.2 To advocate for the appropriate educational placement of children in CHFS custody.</i></p> <p><i>2.3 To increase the number of high school diplomas/GED certificates obtained by children in CHFS custody and in families receiving cash assistance.</i></p> <p><i>2.4 To increase the use of community resources and CHFS services.</i></p> <p><i>3.2 To decrease the recidivism rate for children in out-of-home care.</i></p> <p><i>3.3 To increase the number of adoptions.</i></p> <p><i>3.4 To reduce the average number of placements for children in out-of-home care.</i></p> <p><i>3.5 To minimize the number of children placed in residential care.</i></p> <p><i>3.6 To preserve family connections as appropriate for children placed in out-of-home care.</i></p> <p><i>5.1 To improve recruitment and retention of qualified staff.</i></p> <p><i>5.3 To increase fiscal resources to support quality service delivery.</i></p> <p><i>5.4 To support delivery of quality services by improving the safety, efficiency and appearance of the physical work environment.</i></p> <p><i>5.6 To provide a comprehensive professional development and training program that equips staff with the knowledge and skills necessary to provide high quality services.</i></p> <p><i>5.7 To ensure that Protection &amp; Permanency services are fully compliant with Best Practice standards prescribed by the Council on Accreditation.</i></p>

<b>Title:</b>	<b>Group Preparation and Selection: Deciding Together</b>
<b>Description:</b>	Deciding Together, a program to prepare families, is an individualized alternative to Group Preparation and Selection. Based on GPS, it provides thorough preparation to families interested in fostering or adopting who are unable to participate in group meetings.
<b>Program Area:</b>	PP
<b>Prerequisite(s):</b>	
<b>Delivery Method:</b>	Classroom
<b>Scheduled Hours Per Event:</b>	3
<b>Projected Events:</b>	As needed by region.
<b>PIP/ASFA Outcome:</b>	Permanency
<b>Goal &amp; Objectives:</b>	<p><i>1.4 To meet or exceed the child safety provisions of the Adoption and Safe Families Act (ASFA) as measured by recurrences of child maltreatment, incidences of abuse/neglect in foster care placements, and timeliness of investigations.</i></p> <p><i>2.1 To assess each family's situation and deliver quality services based on a comprehensive approach.</i></p> <p><i>2.2 To advocate for the appropriate educational placement of children in CHFS custody.</i></p> <p><i>2.3 To increase the number of high school diplomas/GED certificates obtained by children in CHFS custody and in families receiving cash assistance.</i></p> <p><i>2.4 To increase the use of community resources and CHFS services.</i></p> <p><i>3.1 To reduce the amount of time to achieve legal permanency.</i></p> <p><i>3.3 To increase the number of adoptions.</i></p> <p><i>3.4 To reduce the average number of placements for children in out-of-home care.</i></p> <p><i>3.5 To minimize the number of children placed in residential care.</i></p>

<b>Title:</b>	<b>Group Preparation and Selection: Deciding Together--Training of Trainers</b>
<b>Description:</b>	This training is for staff/resource parents to learn the skills and curriculum for preservice training for resource parents who are unable to attend group training due to employment conflicts or other circumstances.
<b>Program Area:</b>	PP
<b>Prerequisite(s):</b>	
<b>Delivery Method:</b>	Classroom
<b>Scheduled Hours Per Event:</b>	15.0
<b>Projected Events:</b>	8
<b>PIP/ASFA Outcome:</b>	Permanency
<b>Goal &amp; Objectives:</b>	<p>5.1 To improve recruitment and retention of qualified staff.</p> <p>5.3 To increase fiscal resources to support quality service delivery.</p> <p>5.4 To support delivery of quality services by improving the safety, efficiency and appearance of the physical work environment.</p> <p>5.5 To develop and implement continuous quality improvement processes that ensure better services and outcomes for families.</p> <p>5.6 To provide a comprehensive professional development and training program that equips staff with the knowledge and skills necessary to provide high quality services.</p> <p>5.7 To ensure that Protection &amp; Permanency services are fully compliant with Best Practice standards prescribed by the Council on Accreditation.</p>

<b>Title:</b>	<b>Growing Up Medically Fragile</b>
<b>Description:</b>	This training is designed to enhance the knowledge and skills of foster/adoptive parents who care for children who will always be medically fragile but have normal life expectancy. This is a collection of trainings offered to medically fragile foster/adoptive parents in order to maintain their certification.
<b>Program Area:</b>	PP
<b>Prerequisite(s):</b>	Medically Fragile: Join Hands Together
<b>Delivery Method:</b>	Classroom
<b>Scheduled Hours Per Event:</b>	24.0
<b>Projected Events:</b>	1
<b>PIP/ASFA Outcome:</b>	Safety, Permanency, Well-Being
<b>Goal &amp; Objectives:</b>	<p>3.3 To increase the number of adoptions.</p> <p>5.6 To provide a comprehensive professional development and training program that equips staff with the knowledge and skills necessary to provide high quality services.</p> <p>5.7 To ensure that Protection &amp; Permanency services are fully compliant with Best Practice standards prescribed by the Council on Accreditation.</p>

<b>Title:</b>	<b>How to Recruit, Train and Support Resource Parents</b>
<b>Description:</b>	<p>This training will assist parents in learning to effectively communicate, recruit and train within their communities about the rewards and benefits of fostering and adopting.</p> <p>Participants may also receive college credit for successful completion of this training.</p>
<b>Program Area:</b>	PP
<b>Prerequisite(s):</b>	
<b>Delivery Method:</b>	Classroom
<b>Scheduled Hours Per Event:</b>	45
<b>Projected Events:</b>	1
<b>PIP/ASFA Outcome:</b>	Permanency, Well-Being
<b>Goal &amp; Objectives:</b>	<p>1.3 Improve services to foster care youth transitioning to adulthood.</p> <p>1.4 To meet or exceed the child safety provisions of the Adoption and Safe Families Act (ASFA) as measured by recurrences of child maltreatment, incidences of abuse/neglect in foster care placements, and timeliness of investigations.</p> <p>2.1 To assess each family's situation and deliver quality services based on a comprehensive approach.</p> <p>2.2 To advocate for the appropriate educational placement of children in CHFS custody.</p> <p>2.3 To increase the number of high school diplomas/GED certificates obtained by children in CHFS custody and in families receiving cash assistance.</p> <p>2.4 To increase the use of community resources and CHFS services.</p> <p>3.1 To reduce the amount of time to achieve legal permanency.</p>

- 3.2 To decrease the recidivism rate for children in out-of-home care.
- 3.3 To increase the number of adoptions.
- 3.4 To reduce the average number of placements for children in out-of-home care.
- 3.5 To minimize the number of children placed in residential care.
- 3.6 To preserve family connections as appropriate for children placed in out-of-home care.
- 3.7 To improve child support services for children in out-of-home care by increasing order establishments and collections.
- 5.1 To improve recruitment and retention of qualified staff.
- 5.2 To improve use of technology to support service delivery.
- 5.3 To increase fiscal resources to support quality service delivery.
- 5.4 To support delivery of quality services by improving the safety, efficiency and appearance of the physical work environment.
- 5.5 To develop and implement continuous quality improvement processes that ensure better services and outcomes for families.
- 5.6 To provide a comprehensive professional development and training program that equips staff with the knowledge and skills necessary to provide high quality services.
- 5.7 To ensure that Protection & Permanency services are fully compliant with Best Practice standards prescribed by the Council on Accreditation.

**Title:** **How to Talk to Your Children**

**Description:** This training, for both staff and resource parents, will teach participants how to talk to their children who come into care. It explores the dynamics of interpersonal relationships and how to make them positive relationships. The training also teaches the participants how to deal with issues that can destroy relationships.

Participants can acquire 3 hours of undergraduate credit upon completion of this training.

**Program Area:** PP

**Prerequisite(s):**

**Delivery Method:** Classroom

**Scheduled Hours Per Event:** 15

**Projected Events:** 2

**PIP/ASFA Outcome:** Safety, Well-Being

**Goal & Objectives:**

- 1.3 Improve services to foster care youth transitioning to adulthood.
- 1.4 To meet or exceed the child safety provisions of the Adoption and Safe Families Act (ASFA) as measured by recurrences of child maltreatment, incidences of abuse/neglect in foster care placements, and timeliness of investigations.
- 2.1 To assess each family's situation and deliver quality services based on a comprehensive approach.
- 2.2 To advocate for the appropriate educational placement of children in CHFS custody.
- 2.3 To increase the number of high school diplomas/GED certificates obtained by children in CHFS custody and in families receiving cash assistance.
- 2.4 To increase the use of community resources and CHFS services.
- 3.1 To reduce the amount of time to achieve legal permanency.
- 3.2 To decrease the recidivism rate for children in out-of-home care.
- 3.3 To increase the number of adoptions.
- 3.4 To reduce the average number of placements for children in out-of-home care.
- 3.5 To minimize the number of children placed in residential care.
- 3.6 To preserve family connections as appropriate for children placed in out-of-home care.
- 5.1 To improve recruitment and retention of qualified staff.
- 5.2 To improve use of technology to support service delivery.
- 5.3 To increase fiscal resources to support quality service delivery.
- 5.4 To support delivery of quality services by improving the safety, efficiency and appearance of the physical work environment.
- 5.5 To develop and implement continuous quality improvement processes that ensure better services and outcomes for families.
- 5.6 To provide a comprehensive professional development and training program that equips staff with the knowledge and skills necessary to provide high quality services.
- 5.7 To ensure that Protection & Permanency services are fully compliant with Best Practice standards prescribed by the Council on Accreditation.



<b>Title:</b>	<b>Independent Living Skills for Age 12-15: Training of Trainers</b>
<b>Description:</b>	This training is for Resource Parents, staff and Private Child Care staff, who work with children of this age to teach "soft" independent living skills.
<b>Program Area:</b>	PP
<b>Prerequisite(s):</b>	
<b>Delivery Method:</b>	Classroom
<b>Scheduled Hours Per Event:</b>	15
<b>Projected Events:</b>	2
<b>PIP/ASFA Outcome:</b>	Permanency, Well-Being
<b>Goal &amp; Objectives:</b>	<p>1.1 To evaluate impact of "multiple response legislation" (HB 204).</p> <p>1.2 To evaluate current services for adults.</p> <p>1.3 Improve services to foster care youth transitioning to adulthood.</p> <p>1.4 To meet or exceed the child safety provisions of the Adoption and Safe Families Act (ASFA) as measured by recurrences of child maltreatment, incidences of abuse/neglect in foster care placements, and timeliness of investigations.</p> <p>2.1 To assess each family's situation and deliver quality services based on a comprehensive approach.</p> <p>2.2 To advocate for the appropriate educational placement of children in CHFS custody.</p> <p>2.3 To increase the number of high school diplomas/GED certificates obtained by children in CHFS custody and in families receiving cash assistance.</p> <p>2.4 To increase the use of community resources and CHFS services.</p> <p>2.5 To improve child support services by increasing paternity establishments, order establishments, and collections.</p> <p>3.1 To reduce the amount of time to achieve legal permanency.</p> <p>3.2 To decrease the recidivism rate for children in out-of-home care.</p> <p>3.3 To increase the number of adoptions.</p> <p>3.4 To reduce the average number of placements for children in out-of-home care.</p> <p>3.5 To minimize the number of children placed in residential care.</p> <p>3.6 To preserve family connections as appropriate for children placed in out-of-home care.</p>

<b>Title:</b>	<b>Instructional Theory into Practice</b>
<b>Description:</b>	Effective training for human service professionals involves much more than adult learning theory. It requires an understanding of the nature of how people learn and what delivery systems most effectively produce high results for participants. This basic ITIP has been used throughout the country to provide beginning and experienced training with the knowledge and skills needed with today's work force. This workshop provides techniques for teaching all four learning styles in a way that meets the needs of diverse participants. It will also give a lesson design model that will challenge people to the highest levels of thinking skills. Trainers will know how to answer the four questions of learning: Why, What, How and What if? Most importantly, the workshop models methods to take home for your classes that will have participants talking about how much they learned.
<b>Program Area:</b>	ALL
<b>Prerequisite(s):</b>	
<b>Delivery Method:</b>	Classroom
<b>Scheduled Hours Per Event:</b>	
<b>Projected Events:</b>	
<b>PIP/ASFA Outcome:</b>	
<b>Goal &amp; Objectives:</b>	<p>5.1 To improve recruitment and retention of qualified staff.</p> <p>5.2 To improve use of technology to support service delivery.</p> <p>5.3 To increase fiscal resources to support quality service delivery.</p> <p>5.4 To support delivery of quality services by improving the safety, efficiency and appearance of the physical work environment.</p> <p>5.5 To develop and implement continuous quality improvement processes that ensure better services and outcomes for families.</p> <p>5.6 To provide a comprehensive professional development and training program that equips staff with the knowledge and skills necessary to provide high quality services.</p> <p>5.7 To ensure that Protection &amp; Permanency services are fully compliant with Best Practice standards prescribed by the Council on Accreditation.</p>

<b>Title:</b>	<b>Instructional Theory into Practice: Advanced</b>
<b>Description:</b>	<p>This training is intended for participants who have begun to use the principles in ITIP in their course designs but are looking for more strategies and a chance to stretch their knowledge of training.</p> <p>The training will provide exercises to help the trainer develop training specific to their job assignment. The instructional model is a coaching model with extensive work writing learner objectives that truly direct the learning, finding experiential activities that relate to real life work and selecting assessment strategies that allow the trainer to know how much each participant learns in training, in order to improve training effectiveness.</p>
<b>Program Area:</b>	ALL
<b>Prerequisite(s):</b>	Instructional Theory into Practice
<b>Delivery Method:</b>	Classroom
<b>Scheduled Hours Per Event:</b>	
<b>Projected Events:</b>	
<b>PIP/ASFA Outcome:</b>	
<b>Goal &amp; Objectives:</b>	<p>5.1 To improve recruitment and retention of qualified staff.</p> <p>5.2 To improve use of technology to support service delivery.</p> <p>5.3 To increase fiscal resources to support quality service delivery.</p> <p>5.4 To support delivery of quality services by improving the safety, efficiency and appearance of the physical work environment.</p> <p>5.5 To develop and implement continuous quality improvement processes that ensure better services and outcomes for families.</p> <p>5.6 To provide a comprehensive professional development and training program that equips staff with the knowledge and skills necessary to provide high quality services.</p> <p>5.7 To ensure that Protection &amp; Permanency services are fully compliant with Best Practice standards prescribed by the Council on Accreditation.</p>

<b>Title:</b>	<b>Introduction to Community Based Services</b>
<b>Description:</b>	<p>This training is designed to target new employees in the month of hire. Participants should attend this training shortly after attending New Employee Orientation (NEO). Training participants will include all new DCBS employees and new Contracting Officials. Training content will target cross-functional components such as maltreatment, poverty, reporting laws, safeguarding information, customer service skills and interviewing skills. This training will introduce employees to all DCBS program areas. A brief overview of Family Solutions and Family Unity and how to apply these tools to a Comprehensive Family Services (CFS) plan will be provided. The last three days of this training will include program specific information with participants attending the appropriate training track based on service area.</p>
<b>Program Area:</b>	ALL
<b>Prerequisite(s):</b>	New Employee Orientation is recommended.
<b>Delivery Method:</b>	Classroom
<b>Scheduled Hours Per Event:</b>	11.5
<b>Projected Events:</b>	12
<b>PIP/ASFA Outcome:</b>	Safety, Permanency, Well-Being
<b>Goal &amp; Objectives:</b>	<p>1.3 Improve services to foster care youth transitioning to adulthood.</p> <p>2.1 To assess each family's situation and deliver quality services based on a comprehensive approach.</p> <p>5.6 To provide a comprehensive professional development and training program that equips staff with the knowledge and skills necessary to provide high quality services.</p> <p>5.7 To ensure that Protection &amp; Permanency services are fully compliant with Best Practice standards prescribed by the Council on Accreditation.</p> <p>6.2 To increase technical support and resources to community Vision efforts.</p> <p>6.4 To increase support to all community collaborative activities.</p>

<b>Title:</b>	<b>Introduction to Kentucky's Child Welfare System (Course I - Week I)</b>
<b>Description:</b>	This training will provide participants with an overview of Kentucky's Child Welfare System which includes the roles of various positions within the cabinet, referral of services, development of case plans, case reviews and case management. Workers are asked to take a good look at themselves and their attitudes, values and ethical practices. Workers are taught engagement skills, how to deal with resistance, the importance of the Family Life Cycle and other professional tools to build their foundation with clients.
<b>Program Area:</b>	PP
<b>Prerequisite(s):</b>	Introduction to Community Based Services
<b>Delivery Method:</b>	Classroom
<b>Scheduled Hours Per Event:</b>	19.0
<b>Projected Events:</b>	12
<b>PIP/ASFA Outcome:</b>	Safety, Permanency, Well-Being
<b>Goal &amp; Objectives:</b>	<ul style="list-style-type: none"> <li>1.3 <i>Improve services to foster care youth transitioning to adulthood.</i></li> <li>2.1 <i>To assess each family's situation and deliver quality services based on a comprehensive approach.</i></li> <li>3.1 <i>To reduce the amount of time to achieve legal permanency.</i></li> <li>5.6 <i>To provide a comprehensive professional development and training program that equips staff with the knowledge and skills necessary to provide high quality services.</i></li> <li>5.7 <i>To ensure that Protection &amp; Permanency services are fully compliant with Best Practice standards prescribed by the Council on Accreditation.</i></li> <li>6.2 <i>To increase technical support and resources to community Vision efforts.</i></li> <li>6.3 <i>To implement Comprehensive Family Services (CFS) in every county.</i></li> </ul>
<b>Title:</b>	<b>Investigations in Alternate Care Facilities</b>
<b>Description:</b>	This training will prepare participants to identify and assess the service needs of adults in Alternate Care Facilities. This includes those in need of protective services, victims of abuse, neglect, and/or exploitation. Training participants will learn how to complete a protective service investigation and to develop appropriate case plans. Specific focus will include standards of practice, documentation, utilization of appropriate community resources, such as regulatory agencies. Participants will gain an understanding of Medicaid charting utilized in alternate care settings.
<b>Program Area:</b>	PP
<b>Prerequisite(s):</b>	
<b>Delivery Method:</b>	Classroom
<b>Scheduled Hours Per Event:</b>	11.5
<b>Projected Events:</b>	5
<b>PIP/ASFA Outcome:</b>	Safety
<b>Goal &amp; Objectives:</b>	<ul style="list-style-type: none"> <li>1.1 <i>To evaluate impact of "multiple response legislation" (HB 204).</i></li> <li>1.2 <i>To evaluate current services for adults.</i></li> <li>1.3 <i>Improve services to foster care youth transitioning to adulthood.</i></li> <li>1.4 <i>To meet or exceed the child safety provisions of the Adoption and Safe Families Act (ASFA) as measured by recurrences of child maltreatment, incidences of abuse/neglect in foster care placements, and timeliness of investigations.</i></li> <li>2.1 <i>To assess each family's situation and deliver quality services based on a comprehensive approach.</i></li> <li>2.2 <i>To advocate for the appropriate educational placement of children in CHFS custody.</i></li> <li>2.3 <i>To increase the number of high school diplomas/GED certificates obtained by children in CHFS custody and in families receiving cash assistance.</i></li> <li>2.4 <i>To increase the use of community resources and CHFS services.</i></li> <li>2.5 <i>To improve child support services by increasing paternity establishments, order establishments, and collections.</i></li> <li>4.1 <i>To increase client job placement, retention and advancement.</i></li> <li>4.2 <i>To increase client participation in KY Works.</i></li> <li>4.3 <i>To increase the federal participation rates.</i></li> <li>4.4 <i>To increase access to services that help families become and remain self-sufficient.</i></li> <li>4.5 <i>To strengthen the role of child support in meeting family needs.</i></li> <li>4.6 <i>To strengthen the role of disability determination in meeting family needs.</i></li> <li>5.1 <i>To improve recruitment and retention of qualified staff.</i></li> <li>5.2 <i>To improve use of technology to support service delivery.</i></li> <li>5.3 <i>To increase fiscal resources to support quality service delivery.</i></li> <li>5.4 <i>To support delivery of quality services by improving the safety, efficiency and appearance of the physical work environment.</i></li> <li>5.5 <i>To develop and implement continuous quality improvement processes that ensure better services and outcomes for families.</i></li> <li>5.6 <i>To provide a comprehensive professional development and training program that equips staff with the knowledge and skills necessary to provide high quality services.</i></li> </ul>

- 5.7 To ensure that Protection & Permanency services are fully compliant with Best Practice standards prescribed by the Council on Accreditation.
- 6.1 To establish Vision community partnerships in every county.
- 6.2 To increase technical support and resources to community Vision efforts.
- 6.3 To implement Comprehensive Family Services (CFS) in every county.
- 6.4 To increase support to all community collaborative activities.

<b>Title:</b>	<b>Juvenile Code</b>
<b>Description:</b>	This training covers recognition and completion of court documentation, terminology, and roles of individuals in the juvenile court system. Scenarios will be presented, during group activities, allowing participants an opportunity to familiarize themselves with appropriate documentation to be submitted and to identify various court processes, such as: arraignment and adjudication.
<b>Program Area:</b>	PP
<b>Prerequisite(s):</b>	
<b>Delivery Method:</b>	Classroom
<b>Scheduled Hours Per Event:</b>	Determined by region.
<b>Projected Events:</b>	As requested by region.
<b>PIP/ASFA Outcome:</b>	Safety, Permanency, Well-Being
<b>Goal &amp; Objectives:</b>	<ul style="list-style-type: none"> <li>1.1 To evaluate impact of "multiple response legislation" (HB 204).</li> <li>1.2 To evaluate current services for adults.</li> <li>1.3 Improve services to foster care youth transitioning to adulthood.</li> <li>1.4 To meet or exceed the child safety provisions of the Adoption and Safe Families Act (ASFA) as measured by recurrences of child maltreatment, incidences of abuse/neglect in foster care placements, and timeliness of investigations.</li> </ul>

<b>Title:</b>	<b>Leadership Development Series: Part I</b>
<b>Description:</b>	<p>This is the first portion in the Leadership Development Series (LDS), formerly known as Supervisory Development Series: Part III. This series is targeted for all CHFS Employees with Management Responsibilities who did not attend the Human Services Leadership Institute I or II, which ended in the year 2000. It is designed to equip supervisors/managers with the skills necessary to effectively provide leadership, through effective staff assessment and development, teambuilding, and coaching, to Cabinet employees in a team approach to working toward CHFS's desired Outcomes. Participants should register concurrently for LDS II and LDS III in order to be assured a slot in those classes. Note: All participants in LDS will be required to complete a field-based learning segment, in addition to the classroom training.</p> <p>LDS I is a 3-day training based entirely upon 7 Habits of Highly Effective People by Stephen Covey. The 7 Habits of Highly Effective People has been an extremely popular and best-selling book for many years and is a dynamic training for personal and professional effectiveness. Many participants experience a powerful life transformation that fosters greater productivity, increased influence in key relationships, stronger team unity, and complete life balance. The training includes interactive exercises, case studies, and video segments. Participants will receive a 7 Habits workbook to use for this training. In addition, participants will receive a Franklin Covey Planner and will learn how to use the planner to increase professional and personal productivity. Note: LDS Part I may be skipped if the participant has received a certificate of completion for Stephen Covey's 7 Habits of Highly Effective People. In order to be exempted from LDS I due to the above reason, please send an e-mail requesting exemption to: vivian.egbert@ky.gov</p>
<b>Program Area:</b>	ALL
<b>Prerequisite(s):</b>	This training is available to CHFS management staff who did not attend Human Services Leadership Institute I or II or have not completed training in Stephen Covey's 7 Habits of Highly Effective People.
<b>Delivery Method:</b>	Classroom
<b>Scheduled Hours Per Event:</b>	22.5
<b>Projected Events:</b>	27
<b>PIP/ASFA Outcome:</b>	
<b>Goal &amp; Objectives:</b>	<ul style="list-style-type: none"> <li>1.1 To evaluate impact of "multiple response legislation" (HB 204).</li> <li>1.2 To evaluate current services for adults.</li> <li>1.3 Improve services to foster care youth transitioning to adulthood.</li> <li>1.4 To meet or exceed the child safety provisions of the Adoption and Safe Families Act (ASFA) as measured by recurrences of child maltreatment, incidences of abuse/neglect in foster care placements, and timeliness of investigations.</li> <li>2.1 To assess each family's situation and deliver quality services based on a comprehensive approach.</li> <li>2.2 To advocate for the appropriate educational placement of children in CHFS custody.</li> <li>2.3 To increase the number of high school diplomas/GED certificates obtained by children in CHFS custody and in families receiving cash assistance.</li> <li>2.4 To increase the use of community resources and CHFS services.</li> <li>2.5 To improve child support services by increasing paternity establishments, order establishments, and collections.</li> <li>3.1 To reduce the amount of time to achieve legal permanency.</li> <li>3.2 To decrease the recidivism rate for children in out-of-home care.</li> </ul>

- 3.3 To increase the number of adoptions.
- 3.4 To reduce the average number of placements for children in out-of-home care.
- 3.5 To minimize the number of children placed in residential care.
- 3.6 To preserve family connections as appropriate for children placed in out-of-home care.
- 3.7 To improve child support services for children in out-of-home care by increasing order establishments and collections.
- 4.1 To increase client job placement, retention and advancement.
- 4.2 To increase client participation in KY Works.
- 4.3 To increase the federal participation rates.
- 4.4 To increase access to services that help families become and remain self-sufficient.
- 4.5 To strengthen the role of child support in meeting family needs.
- 4.6 To strengthen the role of disability determination in meeting family needs.
- 5.1 To improve recruitment and retention of qualified staff.
- 5.2 To improve use of technology to support service delivery.
- 5.3 To increase fiscal resources to support quality service delivery.
- 5.4 To support delivery of quality services by improving the safety, efficiency and appearance of the physical work environment.
- 5.5 To develop and implement continuous quality improvement processes that ensure better services and outcomes for families.
- 5.6 To provide a comprehensive professional development and training program that equips staff with the knowledge and skills necessary to provide high quality services.
- 5.7 To ensure that Protection & Permanency services are fully compliant with Best Practice standards prescribed by the Council on Accreditation.
- 6.1 To establish Vision community partnerships in every county.
- 6.2 To increase technical support and resources to community Vision efforts.
- 6.3 To implement Comprehensive Family Services (CFS) in every county.
- 6.4 To increase support to all community collaborative activities.

**Title:**

**Leadership Development Series: Part II**

**Description:**

This is the second portion in the Leadership Development Series, formerly known as Supervisory Development Series: Part I. The LDS is targeted for all CHFS Employees with Management Responsibilities who did not attend the Human Services Leadership Institute I or II, which ended in the year 2000. It is designed to equip supervisors/managers with the skills necessary to effectively provide leadership, through effective staff assessment and development, teambuilding, and coaching, to Cabinet employees in a team approach to working toward CFC's desired Outcomes. Participants must have completed LDS I or received an exemption from the curriculum Team Leader (vivian.egbert@ky.gov) due to prior completion of Stephen Covey's 7 Habits of Highly Effective People. Participants should also have registered for Part III of the Leadership Development Series.

Participants in this training will also complete a short field-based learning segment prior to attending LDS II. Participants will receive information concerning this work in an email from LDS Team Leader, Vivian Egbert. These simple and very short assignments will need to be completed before attending LDS II, as these assignments will constitute much of what we will be doing in class.

There will also be a project for you to complete once LDS II is over, but before beginning the LDS III class, that will help you to apply the leadership skills you have acquired in LDS II. These "on-the-job" assignments are designed to reduce your out-of-office time while allowing you to actually apply your new leadership skills. Leadership is not learned in a classroom. It comes from experience, application of sound principles and values, and from a desire to influence others in a positive manner.

It is imperative that email addresses are accurate, if not it may prevent the participant from receiving these important emails regarding the field-based learning segment!

LDS II covers: Leading the Way (leadership concepts and influencing staff behavior); Situational Leadership; Delegation; Personal Accountability, and the field-based learning segment.

**Program Area:**

ALL

**Prerequisite(s):**

This training is available to CHFS management staff who have completed LDS I or have received an exemption to attending LDS I from the curriculum Team Leader (vivian.egbert@ky.gov).

**Delivery Method:**

Classroom

**Scheduled Hours  
Per Event:**

19

**Projected Events:**

27

**PIP/ASFA Outcome:**

**Goal & Objectives:**

- 2.4 To increase the use of community resources and CHFS services.
- 5.6 To provide a comprehensive professional development and training program that equips staff with the knowledge and skills necessary to provide high quality services.

<b>Title:</b>	<b>Leadership Development Series: Part III</b>
<b>Description:</b>	<p>This is the third part of the Leadership Development Series. This course is based entirely on the 7 Habits of Highly Effective People by the Franklin Covey Corporation. Many participants experience a powerful life transformation that fosters greater productivity, increased influence in key relationships and stronger team unity. Participants will learn how to use a daily planner to increase professional and personal productivity to better serve the Child Welfare program.</p> <p>LDS III will cover: Influencing On-the-Job Learning, Debriefing of the On-the-Job Learning segment and the 360 Leadership Survey; Hiring the Right Person; Personnel Issues for Supervisors (Time and Attendance, FMLA, Worker's Compensation, and Military Leave); Employee Performance Evaluations; EEO Issues for Supervisors; Professional Development Planning, and Conflict Management and Mediation.</p>
<b>Program Area:</b>	ALL
<b>Prerequisite(s):</b>	
<b>Delivery Method:</b>	Classroom
<b>Scheduled Hours Per Event:</b>	26
<b>Projected Events:</b>	27
<b>PIP/ASFA Outcome:</b>	
<b>Goal &amp; Objectives:</b>	<ol style="list-style-type: none"> <li>1.1 To evaluate impact of "multiple response legislation" (HB 204).</li> <li>1.2 To evaluate current services for adults.</li> <li>1.3 Improve services to foster care youth transitioning to adulthood.</li> <li>1.4 To meet or exceed the child safety provisions of the Adoption and Safe Families Act (ASFA) as measured by recurrences of child maltreatment, incidences of abuse/neglect in foster care placements, and timeliness of investigations.</li> <li>2.1 To assess each family's situation and deliver quality services based on a comprehensive approach.</li> <li>2.2 To advocate for the appropriate educational placement of children in CHFS custody.</li> <li>2.3 To increase the number of high school diplomas/GED certificates obtained by children in CHFS custody and in families receiving cash assistance.</li> <li>2.4 To increase the use of community resources and CHFS services.</li> <li>2.5 To improve child support services by increasing paternity establishments, order establishments, and collections.</li> <li>3.1 To reduce the amount of time to achieve legal permanency.</li> <li>3.2 To decrease the recidivism rate for children in out-of-home care.</li> <li>3.3 To increase the number of adoptions.</li> <li>3.4 To reduce the average number of placements for children in out-of-home care.</li> <li>3.5 To minimize the number of children placed in residential care.</li> <li>3.6 To preserve family connections as appropriate for children placed in out-of-home care.</li> <li>3.7 To improve child support services for children in out-of-home care by increasing order establishments and collections.</li> <li>4.1 To increase client job placement, retention and advancement.</li> <li>4.2 To increase client participation in KY Works.</li> <li>4.3 To increase the federal participation rates.</li> <li>4.4 To increase access to services that help families become and remain self-sufficient.</li> <li>4.5 To strengthen the role of child support in meeting family needs.</li> <li>4.6 To strengthen the role of disability determination in meeting family needs.</li> <li>5.1 To improve recruitment and retention of qualified staff.</li> <li>5.2 To improve use of technology to support service delivery.</li> <li>5.3 To increase fiscal resources to support quality service delivery.</li> <li>5.4 To support delivery of quality services by improving the safety, efficiency and appearance of the physical work environment.</li> <li>5.5 To develop and implement continuous quality improvement processes that ensure better services and outcomes for families.</li> <li>5.6 To provide a comprehensive professional development and training program that equips staff with the knowledge and skills necessary to provide high quality services.</li> <li>5.7 To ensure that Protection &amp; Permanency services are fully compliant with Best Practice standards prescribed by the Council on Accreditation.</li> <li>6.1 To establish Vision community partnerships in every county.</li> <li>6.2 To increase technical support and resources to community Vision efforts.</li> <li>6.3 To implement Comprehensive Family Services (CFS) in every county.</li> <li>6.4 To increase support to all community collaborative activities.</li> </ol>

<b>Title:</b>	<b>Lifebooks: More than a Child's History</b>
<b>Description:</b>	This training is for resource parents who are caring for children in out-of-home care. This program enables them to help a child to create a lifebook so that they maintain their connections and work on their issues. Lifebooks are a way for the worker and birth family to be involved with the child. The lifebook can help a child maintain their identity and build self-esteem. The lifebook can also be used to help a child to move from a foster care home or to adoption.
<b>Program Area:</b>	PP
<b>Prerequisite(s):</b>	
<b>Delivery Method:</b>	Classroom
<b>Scheduled Hours Per Event:</b>	Determined by region.
<b>Projected Events:</b>	64
<b>PIP/ASFA Outcome:</b>	Safety, Permanency, Well-Being
<b>Goal &amp; Objectives:</b>	<ul style="list-style-type: none"> <li>1.1 To evaluate impact of "multiple response legislation" (HB 204).</li> <li>1.2 To evaluate current services for adults.</li> <li>1.3 Improve services to foster care youth transitioning to adulthood.</li> <li>1.4 To meet or exceed the child safety provisions of the Adoption and Safe Families Act (ASFA) as measured by recurrences of child maltreatment, incidences of abuse/neglect in foster care placements, and timeliness of investigations.</li> <li>2.1 To assess each family's situation and deliver quality services based on a comprehensive approach.</li> <li>2.2 To advocate for the appropriate educational placement of children in CHFS custody.</li> <li>2.3 To increase the number of high school diplomas/GED certificates obtained by children in CHFS custody and in families receiving cash assistance.</li> <li>2.4 To increase the use of community resources and CHFS services.</li> <li>2.5 To improve child support services by increasing paternity establishments, order establishments, and collections.</li> <li>3.1 To reduce the amount of time to achieve legal permanency.</li> <li>3.2 To decrease the recidivism rate for children in out-of-home care.</li> <li>3.3 To increase the number of adoptions.</li> <li>3.4 To reduce the average number of placements for children in out-of-home care.</li> <li>3.5 To minimize the number of children placed in residential care.</li> <li>3.6 To preserve family connections as appropriate for children placed in out-of-home care.</li> <li>3.7 To improve child support services for children in out-of-home care by increasing order establishments and collections.</li> </ul>

<b>Title:</b>	<b>Lifebooks: More than a Child's History--Training of Trainers</b>
<b>Description:</b>	This training will provide staff and resource parents with the necessary tools to teach others how to create a lifebook for children in out-of-home care. The purpose of the Lifebook is to document the child's life and helps to establish their sense of belonging.
<b>Program Area:</b>	PP
<b>Prerequisite(s):</b>	
<b>Delivery Method:</b>	Classroom
<b>Scheduled Hours Per Event:</b>	7.5
<b>Projected Events:</b>	2
<b>PIP/ASFA Outcome:</b>	
<b>Goal &amp; Objectives:</b>	<ul style="list-style-type: none"> <li>1.1 To evaluate impact of "multiple response legislation" (HB 204).</li> <li>1.2 To evaluate current services for adults.</li> <li>1.3 Improve services to foster care youth transitioning to adulthood.</li> <li>1.4 To meet or exceed the child safety provisions of the Adoption and Safe Families Act (ASFA) as measured by recurrences of child maltreatment, incidences of abuse/neglect in foster care placements, and timeliness of investigations.</li> <li>2.1 To assess each family's situation and deliver quality services based on a comprehensive approach.</li> <li>2.2 To advocate for the appropriate educational placement of children in CHFS custody.</li> <li>2.3 To increase the number of high school diplomas/GED certificates obtained by children in CHFS custody and in families receiving cash assistance.</li> <li>2.4 To increase the use of community resources and CHFS services.</li> <li>2.5 To improve child support services by increasing paternity establishments, order establishments, and collections.</li> <li>3.1 To reduce the amount of time to achieve legal permanency.</li> <li>3.2 To decrease the recidivism rate for children in out-of-home care.</li> <li>3.3 To increase the number of adoptions.</li> <li>3.4 To reduce the average number of placements for children in out-of-home care.</li> <li>3.5 To minimize the number of children placed in residential care.</li> <li>3.6 To preserve family connections as appropriate for children placed in out-of-home care.</li> </ul>

- 3.7 To improve child support services for children in out-of-home care by increasing order establishments and collections.
- 5.1 To improve recruitment and retention of qualified staff.
- 5.2 To improve use of technology to support service delivery.
- 5.3 To increase fiscal resources to support quality service delivery.
- 5.4 To support delivery of quality services by improving the safety, efficiency and appearance of the physical work environment.
- 5.5 To develop and implement continuous quality improvement processes that ensure better services and outcomes for families.
- 5.6 To provide a comprehensive professional development and training program that equips staff with the knowledge and skills necessary to provide high quality services.
- 5.7 To ensure that Protection & Permanency services are fully compliant with Best Practice standards prescribed by the Council on Accreditation.

<b>Title:</b>	<b>Medically Fragile: Alphabet Soup</b>
<b>Description:</b>	Learn from the experts in Physical, Occupational, Speech and Hippo Therapy, developmental intervention and sensory integration. A representative from each therapy will discuss what they do and how they can help children overcome everyday obstacles.
<b>Program Area:</b>	PP
<b>Prerequisite(s):</b>	
<b>Delivery Method:</b>	Classroom
<b>Scheduled Hours Per Event:</b>	24
<b>Projected Events:</b>	1
<b>PIP/ASFA Outcome:</b>	Safety, Permanency, Well-Being
<b>Goal &amp; Objectives:</b>	<ul style="list-style-type: none"> <li>3.3 To increase the number of adoptions.</li> <li>5.6 To provide a comprehensive professional development and training program that equips staff with the knowledge and skills necessary to provide high quality services.</li> <li>5.7 To ensure that Protection &amp; Permanency services are fully compliant with Best Practice standards prescribed by the Council on Accreditation.</li> </ul>

<b>Title:</b>	<b>Medically Fragile: For Adults Only -- Not Anymore</b>
<b>Description:</b>	This training will address how sexually transmitted diseases impact children who are medically fragile, and sexual abuse of children with developmental disabilities. This training is for medically foster families that have completed Medically Fragile: Join Hands Together and are currently approved as medically fragile foster homes.
<b>Program Area:</b>	PP
<b>Prerequisite(s):</b>	Medically Fragile: Join Hands Together
<b>Delivery Method:</b>	Classroom
<b>Scheduled Hours Per Event:</b>	24
<b>Projected Events:</b>	
<b>PIP/ASFA Outcome:</b>	Well-Being
<b>Goal &amp; Objectives:</b>	<ul style="list-style-type: none"> <li>5.6 To provide a comprehensive professional development and training program that equips staff with the knowledge and skills necessary to provide high quality services.</li> <li>5.7 To ensure that Protection &amp; Permanency services are fully compliant with Best Practice standards prescribed by the Council on Accreditation.</li> </ul>

<b>Title:</b>	<b>Medically Fragile: Handle with Care</b>
<b>Description:</b>	This training is offered to foster/adoptive parents who are approved to care for medically fragile children. Instruction will be provided in the following areas: partnerships, assessment, respiratory system, nutrition, medical advocacy, situational ethics/role playing and compliance.
<b>Program Area:</b>	PP
<b>Prerequisite(s):</b>	Medically Fragile: Join Hands Together
<b>Delivery Method:</b>	Classroom
<b>Scheduled Hours Per Event:</b>	24
<b>Projected Events:</b>	1
<b>PIP/ASFA Outcome:</b>	Safety, Permanency, Well-Being
<b>Goal &amp; Objectives:</b>	<ul style="list-style-type: none"> <li>3.3 To increase the number of adoptions.</li> <li>5.6 To provide a comprehensive professional development and training program that equips staff with the knowledge and skills necessary to provide high quality services.</li> <li>5.7 To ensure that Protection &amp; Permanency services are fully compliant with Best Practice standards prescribed by the Council on Accreditation.</li> </ul>



<b>Title:</b>	<b>Medically Fragile: Is the Pediatrician Enough?</b>
<b>Description:</b>	Physicians and specialists will discuss how their specialized fields of medicine address the needs of the child in foster care who has a complex medical condition. Participants will hear from experts in the fields of child psychiatry, pediatric pulmonology, pediatric cardiology, pediatric nephrology, genetics, developmental pediatrics and neonatology. Participants will be given the opportunity to ask questions and learn how to obtain a referral to specialists when needed.
<b>Program Area:</b>	PP
<b>Prerequisite(s):</b>	
<b>Delivery Method:</b>	Classroom
<b>Scheduled Hours Per Event:</b>	24
<b>Projected Events:</b>	1
<b>PIP/ASFA Outcome:</b>	Safety, Permanency, Well-Being
<b>Goal &amp; Objectives:</b>	<p><i>2.5 To improve child support services by increasing paternity establishments, order establishments, and collections.</i></p> <p><i>3.3 To increase the number of adoptions.</i></p> <p><i>5.6 To provide a comprehensive professional development and training program that equips staff with the knowledge and skills necessary to provide high quality services.</i></p> <p><i>5.7 To ensure that Protection &amp; Permanency services are fully compliant with Best Practice standards prescribed by the Council on Accreditation.</i></p>
<b>Title:</b>	<b>Medically Fragile: Join Hands Together</b>
<b>Description:</b>	This training is specifically for foster families who have been approved by their R&C Supervisor to attend. This is the basic training that all medically fragile foster parents must complete before they can be approved as a medically fragile foster home and begin taking medically fragile children.
<b>Program Area:</b>	PP
<b>Prerequisite(s):</b>	Medically Fragile: Orientation
<b>Delivery Method:</b>	Classroom
<b>Scheduled Hours Per Event:</b>	24
<b>Projected Events:</b>	2
<b>PIP/ASFA Outcome:</b>	Safety, Permanency, Well-Being
<b>Goal &amp; Objectives:</b>	<p><i>3.3 To increase the number of adoptions.</i></p> <p><i>5.6 To provide a comprehensive professional development and training program that equips staff with the knowledge and skills necessary to provide high quality services.</i></p> <p><i>5.7 To ensure that Protection &amp; Permanency services are fully compliant with Best Practice standards prescribed by the Council on Accreditation.</i></p>
<b>Title:</b>	<b>Medically Fragile: Orientation</b>
<b>Description:</b>	This training is intended for any resource parent or worker who is interested in the Medically Fragile Program. Information such as diseases and conditions of the medically fragile child, documentation for approval of the resource home and ongoing training requirements will be discussed.
<b>Program Area:</b>	PP
<b>Prerequisite(s):</b>	
<b>Delivery Method:</b>	Classroom
<b>Scheduled Hours Per Event:</b>	7.5
<b>Projected Events:</b>	2
<b>PIP/ASFA Outcome:</b>	
<b>Goal &amp; Objectives:</b>	<p><i>2.5 To improve child support services by increasing paternity establishments, order establishments, and collections.</i></p> <p><i>3.3 To increase the number of adoptions.</i></p> <p><i>5.6 To provide a comprehensive professional development and training program that equips staff with the knowledge and skills necessary to provide high quality services.</i></p> <p><i>5.7 To ensure that Protection &amp; Permanency services are fully compliant with Best Practice standards prescribed by the Council on Accreditation.</i></p>

<b>Title:</b>	<b>Meeting Needs of Families and Children in Domestic Violence (Course II - Week I)</b>
<b>Description:</b>	<p>The Department for Community Based Services plays a critical role in the coordinated community response to domestic violence by enhancing safety of adult and child victims and advocating for perpetrator accountability for the use of violent behavior. This 3.5 day course meets the 1996 domestic violence mandatory "initial course" training requirement pursuant to KRS 194B.530.</p> <p>Specific focus will be on the following: nature and extent of domestic violence, "common ground" differences between domestic violence and child protection philosophies, psychological dynamics of battering, assessment and lethality/risk issues, service planning strategies, legal remedies for protection, model protocols for addressing domestic violence, community resources.</p>
<b>Program Area:</b>	PP
<b>Prerequisite(s):</b>	Case Planning
<b>Delivery Method:</b>	Classroom
<b>Scheduled Hours Per Event:</b>	26.5
<b>Projected Events:</b>	32
<b>PIP/ASFA Outcome:</b>	Safety, Well-Being
<b>Goal &amp; Objectives:</b>	<p>1.1 To evaluate impact of "multiple response legislation" (HB 204).</p> <p>1.2 To evaluate current services for adults.</p> <p>1.4 To meet or exceed the child safety provisions of the Adoption and Safe Families Act (ASFA) as measured by recurrences of child maltreatment, incidences of abuse/neglect in foster care placements, and timeliness of investigations.</p> <p>2.1 To assess each family's situation and deliver quality services based on a comprehensive approach.</p> <p>2.4 To increase the use of community resources and CHFS services.</p> <p>4.4 To increase access to services that help families become and remain self-sufficient.</p> <p>4.5 To strengthen the role of child support in meeting family needs.</p> <p>4.6 To strengthen the role of disability determination in meeting family needs.</p> <p>5.4 To support delivery of quality services by improving the safety, efficiency and appearance of the physical work environment.</p> <p>5.5 To develop and implement continuous quality improvement processes that ensure better services and outcomes for families.</p> <p>5.6 To provide a comprehensive professional development and training program that equips staff with the knowledge and skills necessary to provide high quality services.</p> <p>5.7 To ensure that Protection &amp; Permanency services are fully compliant with Best Practice standards prescribed by the Council on Accreditation.</p> <p>6.1 To establish Vision community partnerships in every county.</p> <p>6.2 To increase technical support and resources to community Vision efforts.</p> <p>6.3 To implement Comprehensive Family Services (CFS) in every county.</p> <p>6.5</p>

<b>Title:</b>	<b>Meeting Needs of Vulnerable Adults (Course II - Week II) (Non IV-E)</b>
<b>Description:</b>	<p>This training will prepare participants to identify and assess the service needs of vulnerable adults. This includes those in need of protective services (adults who have a mental or physical dysfunction), victims of abuse, neglect and/or exploitation, as well as, general adult service requests. The training will prepare participants to provide such services as necessary: to develop appropriate case plans, provide appropriate case management, and prepare for and participate in judicial hearings. Specific focus will include communication and assessment strategies, standards of practice, documentation, utilization of appropriate community resources, alternate care and involuntary adult services.</p>
<b>Program Area:</b>	PP
<b>Prerequisite(s):</b>	Meeting Needs of Families and Children in Domestic Violence
<b>Delivery Method:</b>	Classroom
<b>Scheduled Hours Per Event:</b>	26.5
<b>Projected Events:</b>	12
<b>PIP/ASFA Outcome:</b>	Safety, Well-Being
<b>Goal &amp; Objectives:</b>	<p>1.1 To evaluate impact of "multiple response legislation" (HB 204).</p> <p>1.2 To evaluate current services for adults.</p> <p>1.3 Improve services to foster care youth transitioning to adulthood.</p> <p>1.4 To meet or exceed the child safety provisions of the Adoption and Safe Families Act (ASFA) as measured by recurrences of child maltreatment, incidences of abuse/neglect in foster care placements, and timeliness of investigations.</p> <p>2.1 To assess each family's situation and deliver quality services based on a comprehensive approach.</p> <p>2.4 To increase the use of community resources and CHFS services.</p> <p>4.1 To increase client job placement, retention and advancement.</p> <p>4.2 To increase client participation in KY Works.</p> <p>4.4 To increase access to services that help families become and remain self-sufficient.</p>

- 4.5 To strengthen the role of child support in meeting family needs.
- 4.6 To strengthen the role of disability determination in meeting family needs.
- 5.1 To improve recruitment and retention of qualified staff.
- 5.2 To improve use of technology to support service delivery.
- 5.3 To increase fiscal resources to support quality service delivery.
- 5.4 To support delivery of quality services by improving the safety, efficiency and appearance of the physical work environment.
- 5.5 To develop and implement continuous quality improvement processes that ensure better services and outcomes for families.
- 5.6 To provide a comprehensive professional development and training program that equips staff with the knowledge and skills necessary to provide high quality services.
- 5.7 To ensure that Protection & Permanency services are fully compliant with Best Practice standards prescribed by the Council on Accreditation.
- 6.1 To establish Vision community partnerships in every county.
- 6.2 To increase technical support and resources to community Vision efforts.
- 6.3 To implement Comprehensive Family Services (CFS) in every county.
- 6.4 To increase support to all community collaborative activities.

**Title: Narrative Writing Workshop**

**Description:** This training is to train staff/resource parents how to write a narrative on a potential resource parent for approval. The training teaches how to gather the needed information and how to put that information into the format required by the Cabinet.

**Program Area:** PP

**Prerequisite(s):**

**Delivery Method:** Classroom

**Scheduled Hours Per Event:** 11.5

**Projected Events:** 4

**PIP/ASFA Outcome:**

- Goal & Objectives:**
- 1.4 To meet or exceed the child safety provisions of the Adoption and Safe Families Act (ASFA) as measured by recurrences of child maltreatment, incidences of abuse/neglect in foster care placements, and timeliness of investigations.
  - 2.1 To assess each family's situation and deliver quality services based on a comprehensive approach.
  - 2.4 To increase the use of community resources and CHFS services.
  - 3.1 To reduce the amount of time to achieve legal permanency.
  - 3.3 To increase the number of adoptions.
  - 3.4 To reduce the average number of placements for children in out-of-home care.
  - 3.5 To minimize the number of children placed in residential care.
  - 3.6 To preserve family connections as appropriate for children placed in out-of-home care.

**Title: New Employee Orientation**

**Description:** This training is designed to target new employees in the month of hire. This training will be held with Protection and Permanency, Family Support and Child Support employees. The content of the training is: Introduction to Cabinet for Health and Families Services (CHFS), Professional Development, Computer Issues, administrative issues, collaboration, Introduction to Everyone a Leader, Sexual Harassment, Stress Management, and Time Management. In addition to the classroom setting, there are web based components. The web-based components are: Communicable Disease, Introduction to Council on Accreditation, HIPPA, Random Moment Time Study and Safety First.

**Program Area:** ALL

**Prerequisite(s):**

**Delivery Method:** Classroom

**Scheduled Hours Per Event:** 27

**Projected Events:** 156

**PIP/ASFA Outcome:** Safety, Permanency, Well-Being

- Goal & Objectives:**
- 2.1 To assess each family's situation and deliver quality services based on a comprehensive approach.
  - 5.6 To provide a comprehensive professional development and training program that equips staff with the knowledge and skills necessary to provide high quality services.
  - 5.7 To ensure that Protection & Permanency services are fully compliant with Best Practice standards prescribed by the Council on Accreditation.

<b>Title:</b>	<b>OSHA Safety in the Workplace</b>
<b>Description:</b>	This training provides instruction on emergency response, safety, reporting, and evacuation of company facilities and work areas in the event of a natural disaster, fire, bomb threat, or other emergency. The procedures contained in this training should be followed unless otherwise directed by your employer, police or fire department officials. The key components of the ergonomics program and information required by the Hazard Communication Standard, basic fire safety principles and fire extinguisher usage will be addressed. The training will also provide participants with the ability to recognize workplace hazards in administrative work areas.
<b>Program Area:</b>	ALL
<b>Prerequisite(s):</b>	
<b>Delivery Method:</b>	Classroom
<b>Scheduled Hours Per Event:</b>	15.0
<b>Projected Events:</b>	34
<b>PIP/ASFA Outcome:</b>	
<b>Goal &amp; Objectives:</b>	<i>5.7 To ensure that Protection &amp; Permanency services are fully compliant with Best Practice standards prescribed by the Council on Accreditation.</i>

<b>Title:</b>	<b>PIP: Coaching and Mentoring to Enhance Safety, Permanency and Well-Being</b>
<b>Description:</b>	<p>This multi-part training is designed for Protection &amp; Permanency supervisors, regional management staff, and mentor coaches. This training will give coaches the ability to assess worker needs and techniques to be supportive of front-line staff in order to achieve the ASFA Outcomes.</p> <p>The training(s) will be conducted using two methods of delivery both web-based and classroom style training. The topics covered in each part include: Part I - Needs Assessment and Action Planning; Part II - Methods and Skills; Part III - Techniques and Strategies to Track Progress; Part IV - Coaching on Comprehensive Assessment (optional if staff attended ASFA training); Part V - Coaching on Case Planning and Service Delivery (optional if staff attended ASFA training); and Part VI - Evaluating Progress.</p>
<b>Program Area:</b>	PP
<b>Prerequisite(s):</b>	
<b>Delivery Method:</b>	Classroom
<b>Scheduled Hours Per Event:</b>	45
<b>Projected Events:</b>	16
<b>PIP/ASFA Outcome:</b>	Safety, Permanency, Well-Being
<b>Goal &amp; Objectives:</b>	<i>2.1 To assess each family's situation and deliver quality services based on a comprehensive approach.</i> <i>2.2 To advocate for the appropriate educational placement of children in CHFS custody.</i> <i>2.3 To increase the number of high school diplomas/GED certificates obtained by children in CHFS custody and in families receiving cash assistance.</i> <i>2.4 To increase the use of community resources and CHFS services.</i> <i>3.1 To reduce the amount of time to achieve legal permanency.</i>

<b>Title:</b>	<b>Preparation and Participation in Judicial Proceedings (Course I - Week II)</b>
<b>Description:</b>	This training prepares the participant to be knowledgeable of the court process and legal actions necessary for the health and welfare of the child. This includes emergency custody, how to write petitions, reasonable efforts, TPR overview, absent parent searches, record keeping and testifying in court via role play.
<b>Program Area:</b>	PP
<b>Prerequisite(s):</b>	Dynamics & Indicators of Families in Need of Services
<b>Delivery Method:</b>	Classroom
<b>Scheduled Hours Per Event:</b>	7.5
<b>Projected Events:</b>	12
<b>PIP/ASFA Outcome:</b>	Safety, Permanency
<b>Goal &amp; Objectives:</b>	<i>1.3 Improve services to foster care youth transitioning to adulthood.</i> <i>2.1 To assess each family's situation and deliver quality services based on a comprehensive approach.</i> <i>3.1 To reduce the amount of time to achieve legal permanency.</i> <i>3.2 To decrease the recidivism rate for children in out-of-home care.</i> <i>3.4 To reduce the average number of placements for children in out-of-home care.</i> <i>5.6 To provide a comprehensive professional development and training program that equips staff with the knowledge and skills necessary to provide high quality services.</i> <i>5.7 To ensure that Protection &amp; Permanency services are fully compliant with Best Practice standards prescribed by the Council on Accreditation.</i>

<b>Title:</b>	<b>Presentation Skills</b>
<b>Description:</b>	This professional development course is designed for beginning presenters, trainers, and facilitators. During this course, participants will develop and practice skills in designing visual aids, discuss Adult Learning Theory, communication, learning activities, and how to manage the learning environment and deal with difficult participants.
<b>Program Area:</b>	ALL
<b>Prerequisite(s):</b>	
<b>Delivery Method:</b>	Classroom
<b>Scheduled Hours Per Event:</b>	
<b>Projected Events:</b>	
<b>PIP/ASFA Outcome:</b>	
<b>Goal &amp; Objectives:</b>	<p>5.1 To improve recruitment and retention of qualified staff.</p> <p>5.2 To improve use of technology to support service delivery.</p> <p>5.3 To increase fiscal resources to support quality service delivery.</p> <p>5.4 To support delivery of quality services by improving the safety, efficiency and appearance of the physical work environment.</p> <p>5.5 To develop and implement continuous quality improvement processes that ensure better services and outcomes for families.</p> <p>5.6 To provide a comprehensive professional development and training program that equips staff with the knowledge and skills necessary to provide high quality services.</p> <p>5.7 To ensure that Protection &amp; Permanency services are fully compliant with Best Practice standards prescribed by the Council on Accreditation.</p>

<b>Title:</b>	<b>Preservice Preparation: Informational &amp; Sessions I-X</b>
<b>Description:</b>	This course is a ten-week program designed to prepare prospective foster and adoptive parents for meeting the needs of the child in placement. This includes basic information and skill development for foster parenting. Parents will obtain information and skills in: developing alliances between birth/permanency, foster and adoptive families, grief process, aiding the development process of the child in foster care and/or adoption, repairing the effects of earlier life experiences, encouraging attachment and visitation and stabilizing a child's past relationships, developing a strong alliance with the birth family in foster and/or adoption homes/participating in family team meetings, meeting outcomes of safety, permanency and well-being.
<b>Program Area:</b>	PP
<b>Prerequisite(s):</b>	
<b>Delivery Method:</b>	Classroom
<b>Scheduled Hours Per Event:</b>	37.5
<b>Projected Events:</b>	64
<b>PIP/ASFA Outcome:</b>	Permanency
<b>Goal &amp; Objectives:</b>	<p>1.4 To meet or exceed the child safety provisions of the Adoption and Safe Families Act (ASFA) as measured by recurrences of child maltreatment, incidences of abuse/neglect in foster care placements, and timeliness of investigations.</p> <p>2.1 To assess each family's situation and deliver quality services based on a comprehensive approach.</p> <p>2.4 To increase the use of community resources and CHFS services.</p> <p>3.1 To reduce the amount of time to achieve legal permanency.</p> <p>3.2 To decrease the recidivism rate for children in out-of-home care.</p> <p>3.3 To increase the number of adoptions.</p> <p>3.4 To reduce the average number of placements for children in out-of-home care.</p> <p>3.5 To minimize the number of children placed in residential care.</p> <p>3.6 To preserve family connections as appropriate for children placed in out-of-home care.</p>

<b>Title:</b>	<b>Preservice Preparation: Training of Trainers</b>
<b>Description:</b>	This training of trainers is designed to prepare CHFS staff, resource parents and Private Child Care staff to conduct the PSP training for prospective foster and/or adoptive parents. This training teaches participants skills of delivery, understanding learning styles and the curriculum content.
<b>Program Area:</b>	PP
<b>Prerequisite(s):</b>	
<b>Delivery Method:</b>	Classroom
<b>Scheduled Hours Per Event:</b>	Determined by region.
<b>Projected Events:</b>	22
<b>PIP/ASFA Outcome:</b>	Permanency
<b>Goal &amp; Objectives:</b>	<p>5.1 To improve recruitment and retention of qualified staff.</p>

- 5.4 To support delivery of quality services by improving the safety, efficiency and appearance of the physical work environment.
- 5.5 To develop and implement continuous quality improvement processes that ensure better services and outcomes for families.
- 5.6 To provide a comprehensive professional development and training program that equips staff with the knowledge and skills necessary to provide high quality services.
- 5.7 To ensure that Protection & Permanency services are fully compliant with Best Practice standards prescribed by the Council on Accreditation.

<b>Title:</b>	<b>Preventing and Investigating Child Fatalities and Near Fatalities</b>
<b>Description:</b>	This course takes a closer look at the reasons behind child fatalities. Real case examples will be used to enhance the workers' ability to assess safety and risk of children. Medical experts will assist in providing tips for assessment.
<b>Program Area:</b>	PP
<b>Prerequisite(s):</b>	
<b>Delivery Method:</b>	Classroom
<b>Scheduled Hours Per Event:</b>	7.5
<b>Projected Events:</b>	4
<b>PIP/ASFA Outcome:</b>	Safety, Well-Being
<b>Goal &amp; Objectives:</b>	<ul style="list-style-type: none"> <li>1.3 Improve services to foster care youth transitioning to adulthood.</li> <li>2.1 To assess each family's situation and deliver quality services based on a comprehensive approach.</li> <li>3.1 To reduce the amount of time to achieve legal permanency.</li> <li>3.2 To decrease the recidivism rate for children in out-of-home care.</li> <li>3.4 To reduce the average number of placements for children in out-of-home care.</li> <li>5.6 To provide a comprehensive professional development and training program that equips staff with the knowledge and skills necessary to provide high quality services.</li> <li>5.7 To ensure that Protection &amp; Permanency services are fully compliant with Best Practice standards prescribed by the Council on Accreditation.</li> <li>6.2 To increase technical support and resources to community Vision efforts.</li> <li>6.4 To increase support to all community collaborative activities.</li> </ul>

<b>Title:</b>	<b>Public Child Welfare Certification Program: Module I</b>
<b>Description:</b>	<p>This preservice training course is required for graduating social work students in their final semester who are participants in the Cabinet for Health and Family Services' Public Child Welfare Certification Program.</p> <p>Components for the first module of the training include the following: overview of assessment, case planning, out-of-home care standards of practice and case planning, IV-E eligibility, assessing for child placement, emergency child placement, and absent parent issues.</p>
<b>Program Area:</b>	PP
<b>Prerequisite(s):</b>	
<b>Delivery Method:</b>	Classroom
<b>Scheduled Hours Per Event:</b>	22.5
<b>Projected Events:</b>	2
<b>PIP/ASFA Outcome:</b>	Safety, Permanency, Well-Being
<b>Goal &amp; Objectives:</b>	<ul style="list-style-type: none"> <li>1.3 Improve services to foster care youth transitioning to adulthood.</li> <li>2.1 To assess each family's situation and deliver quality services based on a comprehensive approach.</li> <li>3.1 To reduce the amount of time to achieve legal permanency.</li> <li>3.2 To decrease the recidivism rate for children in out-of-home care.</li> <li>3.4 To reduce the average number of placements for children in out-of-home care.</li> <li>5.1 To improve recruitment and retention of qualified staff.</li> </ul>

<b>Title:</b>	<b>Public Child Welfare Certification Program: Module II</b>
<b>Description:</b>	<p>This pre-service training course is required for graduating social work students in their final semester who are participants in the Cabinet for Health and Family Services' Public Child Welfare Certification Program.</p> <p>Components for the second module of the training include the following: case documentation, on-going services, TWIST, targeted case management, CAPTA/Fair hearings, partnerships, child fatalities and Children's Review Board.</p>
<b>Program Area:</b>	PP
<b>Prerequisite(s):</b>	
<b>Delivery Method:</b>	Classroom
<b>Scheduled Hours Per Event:</b>	19
<b>Projected Events:</b>	8
<b>PIP/ASFA Outcome:</b>	Safety, Permanency, Well-Being
<b>Goal &amp; Objectives:</b>	<p>1.2 To evaluate current services for adults.</p> <p>1.3 Improve services to foster care youth transitioning to adulthood.</p> <p>2.1 To assess each family's situation and deliver quality services based on a comprehensive approach.</p> <p>2.2 To advocate for the appropriate educational placement of children in CHFS custody.</p> <p>2.4 To increase the use of community resources and CHFS services.</p> <p>3.1 To reduce the amount of time to achieve legal permanency.</p> <p>3.2 To decrease the recidivism rate for children in out-of-home care.</p> <p>3.3 To increase the number of adoptions.</p> <p>3.4 To reduce the average number of placements for children in out-of-home care.</p> <p>3.5 To minimize the number of children placed in residential care.</p> <p>3.6 To preserve family connections as appropriate for children placed in out-of-home care.</p> <p>3.7 To improve child support services for children in out-of-home care by increasing order establishments and collections.</p> <p>5.2 To improve use of technology to support service delivery.</p> <p>5.3 To increase fiscal resources to support quality service delivery.</p> <p>5.5 To develop and implement continuous quality improvement processes that ensure better services and outcomes for families.</p> <p>5.6 To provide a comprehensive professional development and training program that equips staff with the knowledge and skills necessary to provide high quality services.</p> <p>5.7 To ensure that Protection &amp; Permanency services are fully compliant with Best Practice standards prescribed by the Council on Accreditation.</p>

<b>Title:</b>	<b>Public Child Welfare Certification Program: Retreat</b>
<b>Description:</b>	<p>The PCWCP Retreat is designed to provide an overview of the Public Child Welfare Certification Program and training opportunities for new, ongoing and graduating students who participate in the program. Specific training is conducted to prepare students for employment in the public child welfare system upon successful completion of the program.</p> <p>Training components include but are not limited to: Preparation and Participation in Judicial Proceedings (ongoing students), Out-of-Home Care (graduating students), Ethics Issues in Public Child Welfare (new students), and other topics to be determined.</p>
<b>Program Area:</b>	PP
<b>Prerequisite(s):</b>	
<b>Delivery Method:</b>	Classroom
<b>Scheduled Hours Per Event:</b>	
<b>Projected Events:</b>	1
<b>PIP/ASFA Outcome:</b>	Safety, Permanency, Well-Being
<b>Goal &amp; Objectives:</b>	<p>1.1 To evaluate impact of "multiple response legislation" (HB 204).</p> <p>1.3 Improve services to foster care youth transitioning to adulthood.</p> <p>1.4 To meet or exceed the child safety provisions of the Adoption and Safe Families Act (ASFA) as measured by recurrences of child maltreatment, incidences of abuse/neglect in foster care placements, and timeliness of investigations.</p> <p>2.1 To assess each family's situation and deliver quality services based on a comprehensive approach.</p> <p>2.2 To advocate for the appropriate educational placement of children in CHFS custody.</p> <p>2.3 To increase the number of high school diplomas/GED certificates obtained by children in CHFS custody and in families receiving cash assistance.</p> <p>2.4 To increase the use of community resources and CHFS services.</p> <p>2.5 To improve child support services by increasing paternity establishments, order establishments, and collections.</p> <p>3.1 To reduce the amount of time to achieve legal permanency.</p> <p>3.2 To decrease the recidivism rate for children in out-of-home care.</p>

- 3.3 To increase the number of adoptions.
- 3.4 To reduce the average number of placements for children in out-of-home care.
- 3.5 To minimize the number of children placed in residential care.
- 3.6 To preserve family connections as appropriate for children placed in out-of-home care.
- 3.7 To improve child support services for children in out-of-home care by increasing order establishments and collections.
- 4.5 To strengthen the role of child support in meeting family needs.
- 5.1 To improve recruitment and retention of qualified staff.
- 5.2 To improve use of technology to support service delivery.
- 5.3 To increase fiscal resources to support quality service delivery.
- 5.4 To support delivery of quality services by improving the safety, efficiency and appearance of the physical work environment.
- 5.5 To develop and implement continuous quality improvement processes that ensure better services and outcomes for families.
- 5.6 To provide a comprehensive professional development and training program that equips staff with the knowledge and skills necessary to provide high quality services.
- 5.7 To ensure that Protection & Permanency services are fully compliant with Best Practice standards prescribed by the Council on Accreditation.

**Title: Quality Service Delivery**

**Description:** This training will target secretarial staff; any unused slots may be used for other staff. During this session the following topics related to quality service, will be covered: define internal quality service, identify important internal customers who require priority service, ask questions and listen, set and meet expectations with the customer, follow guidelines for dealing with an upset internal customer and identify and improve critical contact points.

**Program Area:** ALL

**Prerequisite(s):**

**Delivery Method:** Classroom

**Scheduled Hours**

**Per Event:** 15

**Projected Events:** 5

**PIP/ASFA Outcome:** Well-Being

- Goal & Objectives:**
- 5.1 To improve recruitment and retention of qualified staff.
  - 5.3 To increase fiscal resources to support quality service delivery.
  - 5.4 To support delivery of quality services by improving the safety, efficiency and appearance of the physical work environment.
  - 5.5 To develop and implement continuous quality improvement processes that ensure better services and outcomes for families.
  - 5.6 To provide a comprehensive professional development and training program that equips staff with the knowledge and skills necessary to provide high quality services.
  - 6.2 To increase technical support and resources to community Vision efforts.
  - 6.4 To increase support to all community collaborative activities.

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**Title: Regional and Quality Central Requests**

**Description:** This training effort is designed to address the needs of staff in Quality Central and staff in the 16 Regions of the Cabinet. Through this initiative, the Division of Professional Development and Training will respond to training requests that have been identified in Quality Central and in the Regions. These trainings will be provided via teleconferences and will consist of issues related to permanence, safety and well being of children and families. Topics to be covered may include (but are not limited to), policies, procedures, service delivery and practice considerations and subjects specifically requested.

**Program Area:** ALL

**Prerequisite(s):**

**Delivery Method:** Classroom

**Scheduled Hours**

**Per Event:** Determined by region.

**Projected Events:** 6

**PIP/ASFA Outcome:** Safety, Permanency, Well-Being

- Goal & Objectives:**
- 1.1 To evaluate impact of "multiple response legislation" (HB 204).
  - 1.2 To evaluate current services for adults.
  - 1.3 Improve services to foster care youth transitioning to adulthood.
  - 1.4 To meet or exceed the child safety provisions of the Adoption and Safe Families Act (ASFA) as measured by recurrences of child maltreatment, incidences of abuse/neglect in foster care placements, and timeliness of investigations.
  - 2.1 To assess each family's situation and deliver quality services based on a comprehensive approach.
  - 2.2 To advocate for the appropriate educational placement of children in CHFS custody.
  - 2.3 To increase the number of high school diplomas/GED certificates obtained by children in CHFS custody and in families receiving cash assistance.
  - 2.4 To increase the use of community resources and CHFS services.



- 2.5 To improve child support services by increasing paternity establishments, order establishments, and collections.
- 3.1 To reduce the amount of time to achieve legal permanency.
- 3.2 To decrease the recidivism rate for children in out-of-home care.
- 3.3 To increase the number of adoptions.
- 3.4 To reduce the average number of placements for children in out-of-home care.
- 3.5 To minimize the number of children placed in residential care.
- 3.6 To preserve family connections as appropriate for children placed in out-of-home care.
- 3.7 To improve child support services for children in out-of-home care by increasing order establishments and collections.

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<b>Title:</b>	<b>Resource Parent Conferences/Workshops</b>
<b>Description:</b>	These are ongoing educational opportunities that are developed on an as needed basis. The events are offered both regionally and statewide and are designed for resource parents, private child care providers and kinship care providers.
<b>Program Area:</b>	PP
<b>Prerequisite(s):</b>	
<b>Delivery Method:</b>	Classroom
<b>Scheduled Hours Per Event:</b>	15
<b>Projected Events:</b>	1
<b>PIP/ASFA Outcome:</b>	Safety, Permanency, Well-Being
<b>Goal &amp; Objectives:</b>	<ul style="list-style-type: none"> <li>1.3 Improve services to foster care youth transitioning to adulthood.</li> <li>1.4 To meet or exceed the child safety provisions of the Adoption and Safe Families Act (ASFA) as measured by recurrences of child maltreatment, incidences of abuse/neglect in foster care placements, and timeliness of investigations.</li> <li>2.1 To assess each family's situation and deliver quality services based on a comprehensive approach.</li> <li>2.2 To advocate for the appropriate educational placement of children in CHFS custody.</li> <li>2.3 To increase the number of high school diplomas/GED certificates obtained by children in CHFS custody and in families receiving cash assistance.</li> <li>2.4 To increase the use of community resources and CHFS services.</li> <li>2.5 To improve child support services by increasing paternity establishments, order establishments, and collections.</li> <li>3.1 To reduce the amount of time to achieve legal permanency.</li> <li>3.2 To decrease the recidivism rate for children in out-of-home care.</li> <li>3.3 To increase the number of adoptions.</li> <li>3.4 To reduce the average number of placements for children in out-of-home care.</li> <li>3.5 To minimize the number of children placed in residential care.</li> <li>3.6 To preserve family connections as appropriate for children placed in out-of-home care.</li> </ul>

<b>Title:</b>	<b>Serving the Medically Fragile Child in Foster Care</b>
<b>Description:</b>	This training is designed to enhance the knowledge and skills of service professionals who work with medically fragile foster parents and children in an effort to maintain placements, assess for service needs, and refer to appropriate services, when indicated.
<b>Program Area:</b>	PP
<b>Prerequisite(s):</b>	
<b>Delivery Method:</b>	Classroom
<b>Scheduled Hours Per Event:</b>	7.5
<b>Projected Events:</b>	1
<b>PIP/ASFA Outcome:</b>	Safety, Permanency, Well-Being
<b>Goal &amp; Objectives:</b>	<ul style="list-style-type: none"> <li>2.5 To improve child support services by increasing paternity establishments, order establishments, and collections.</li> <li>3.3 To increase the number of adoptions.</li> <li>5.6 To provide a comprehensive professional development and training program that equips staff with the knowledge and skills necessary to provide high quality services.</li> <li>5.7 To ensure that Protection &amp; Permanency services are fully compliant with Best Practice standards prescribed by the Council on Accreditation.</li> </ul>

<b>Title:</b>	<b>Serving the Resource Family</b>
<b>Description:</b>	This training will assist Recruitment & Certification staff in learning to effectively communicate, recruit, certify and train resource parents. Additional topics include: how to do Adult Adoptee Searches, Independent Adoptions, Step-Parent Adoptions, Custody Evaluations, and Case Management.
<b>Program Area:</b>	PP
<b>Prerequisite(s):</b>	
<b>Delivery Method:</b>	Classroom
<b>Scheduled Hours Per Event:</b>	30
<b>Projected Events:</b>	2
<b>PIP/ASFA Outcome:</b>	Safety, Permanency, Well-Being
<b>Goal &amp; Objectives:</b>	<i>1.1 To evaluate impact of "multiple response legislation" (HB 204).</i> <i>2.5 To improve child support services by increasing paternity establishments, order establishments, and collections.</i> <i>3.3 To increase the number of adoptions.</i> <i>5.6 To provide a comprehensive professional development and training program that equips staff with the knowledge and skills necessary to provide high quality services.</i> <i>5.7 To ensure that Protection &amp; Permanency services are fully compliant with Best Practice standards prescribed by the Council on Accreditation.</i>

<b>Title:</b>	<b>Sexual Harassment: Recognizing, Preventing, Eliminating</b>
<b>Description:</b>	This course is intended to sensitize participants to sexual harassment in the work environment. It familiarizes participants with the legal definition of sexual harassment. It provides specific procedures to follow when taking action on sexual harassment complaints. It encourages employees to understand their responsibility to review the harassment policy with emphasis on prevention.
<b>Program Area:</b>	PP
<b>Prerequisite(s):</b>	
<b>Delivery Method:</b>	Web Based
<b>Scheduled Hours Per Event:</b>	1.0
<b>Projected Events:</b>	
<b>PIP/ASFA Outcome:</b>	
<b>Goal &amp; Objectives:</b>	<i>2.1 To assess each family's situation and deliver quality services based on a comprehensive approach.</i> <i>5.1 To improve recruitment and retention of qualified staff.</i> <i>5.2 To improve use of technology to support service delivery.</i> <i>5.5 To develop and implement continuous quality improvement processes that ensure better services and outcomes for families.</i> <i>5.6 To provide a comprehensive professional development and training program that equips staff with the knowledge and skills necessary to provide high quality services.</i> <i>5.7 To ensure that Protection &amp; Permanency services are fully compliant with Best Practice standards prescribed by the Council on Accreditation.</i>

<b>Title:</b>	<b>Support Service Aide Training</b>
<b>Description:</b>	Support Service Aide's provide support services to workers, clients and client families. SSA's also provide home support services for abusive and/or neglectful families, for the economically disadvantaged, incapacitated, persons within a mental health or mental retardation facility or elderly persons. This annual training is designed to provide staff development aides based on a needs assessment completed by Support Service Aides and their supervisors.
<b>Program Area:</b>	PP
<b>Prerequisite(s):</b>	
<b>Delivery Method:</b>	Classroom
<b>Scheduled Hours Per Event:</b>	
<b>Projected Events:</b>	1
<b>PIP/ASFA Outcome:</b>	Safety, Permanency, Well-Being
<b>Goal &amp; Objectives:</b>	<i>1.1 To evaluate impact of "multiple response legislation" (HB 204).</i> <i>1.2 To evaluate current services for adults.</i> <i>1.3 Improve services to foster care youth transitioning to adulthood.</i> <i>1.4 To meet or exceed the child safety provisions of the Adoption and Safe Families Act (ASFA) as measured by recurrences of child maltreatment, incidences of abuse/neglect in foster care placements, and timeliness of investigations.</i> <i>3.4 To reduce the average number of placements for children in out-of-home care.</i>

<b>Title:</b>	<b>Supporting Child and Family Outcomes Through Program Evaluation</b>
<b>Description:</b>	<p>This course focuses on mastering and applying the skills of self-evaluation and performance improvement. Students will learn data management, interpreting descriptive and comparative statistics, program evaluation, and results analysis. They will learn to apply the process of "empowerment evaluation", that is the use of program evaluation concepts and learning strategies to foster self-evaluation as a catalyst to change based on information. All course content and experiential labs will utilize existing data sets of the CHFS and focus on specific outcomes of the Child and Family Service Review.</p> <p>The course delivery for this semester-long course is a combination of a web-based learning system, traditional classroom, regional assignments and Interactive Television. See the course syllabus for the complete schedule and more detailed information. Prior to the first course meeting, participants will receive information from the instructor with details on how the course will be conducted.</p>
<b>Program Area:</b>	PP
<b>Prerequisite(s):</b>	
<b>Delivery Method:</b>	Classroom
<b>Scheduled Hours Per Event:</b>	18
<b>Projected Events:</b>	48
<b>PIP/ASFA Outcome:</b>	Safety, Permanency, Well-Being
<b>Goal &amp; Objectives:</b>	<ul style="list-style-type: none"><li>1.1 To evaluate impact of "multiple response legislation" (HB 204).</li><li>1.2 To evaluate current services for adults.</li><li>1.3 Improve services to foster care youth transitioning to adulthood.</li><li>1.4 To meet or exceed the child safety provisions of the Adoption and Safe Families Act (ASFA) as measured by recurrences of child maltreatment, incidences of abuse/neglect in foster care placements, and timeliness of investigations.</li><li>2.1 To assess each family's situation and deliver quality services based on a comprehensive approach.</li><li>2.2 To advocate for the appropriate educational placement of children in CHFS custody.</li><li>2.3 To increase the number of high school diplomas/GED certificates obtained by children in CHFS custody and in families receiving cash assistance.</li><li>2.4 To increase the use of community resources and CHFS services.</li><li>2.5 To improve child support services by increasing paternity establishments, order establishments, and collections.</li><li>3.1 To reduce the amount of time to achieve legal permanency.</li><li>3.2 To decrease the recidivism rate for children in out-of-home care.</li><li>3.3 To increase the number of adoptions.</li><li>3.4 To reduce the average number of placements for children in out-of-home care.</li><li>3.5 To minimize the number of children placed in residential care.</li><li>3.6 To preserve family connections as appropriate for children placed in out-of-home care.</li></ul>

<b>Title:</b>	<b>Telephone Etiquette Plus</b>
<b>Description:</b>	<p>This workshop will enable Cabinet for Health and Family Services staff to effectively handle all types of telephone situations. Appropriate use of email language will also be covered. One half day will be devoted to professional image which covers professional dress, attitude and communication skills.</p>
<b>Program Area:</b>	ALL
<b>Prerequisite(s):</b>	
<b>Delivery Method:</b>	Classroom
<b>Scheduled Hours Per Event:</b>	7.5
<b>Projected Events:</b>	3
<b>PIP/ASFA Outcome:</b>	
<b>Goal &amp; Objectives:</b>	<ul style="list-style-type: none"><li>5.1 To improve recruitment and retention of qualified staff.</li><li>5.2 To improve use of technology to support service delivery.</li><li>5.3 To increase fiscal resources to support quality service delivery.</li><li>5.4 To support delivery of quality services by improving the safety, efficiency and appearance of the physical work environment.</li><li>5.5 To develop and implement continuous quality improvement processes that ensure better services and outcomes for families.</li><li>5.6 To provide a comprehensive professional development and training program that equips staff with the knowledge and skills necessary to provide high quality services.</li><li>5.7 To ensure that Protection &amp; Permanency services are fully compliant with Best Practice standards prescribed by the Council on Accreditation.</li><li>6.1 To establish Vision community partnerships in every county.</li><li>6.2 To increase technical support and resources to community Vision efforts.</li></ul>

6.3 To implement Comprehensive Family Services (CFS) in every county.

6.4 To increase support to all community collaborative activities.

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<b>Title:</b>	<b>Termination of Parental Rights</b>
<b>Description:</b>	This training for Protection and Permanency Staff is designed to enhance the skills and knowledge needed for termination of parental rights when adoption is the permanency goal.
<b>Program Area:</b>	PP
<b>Prerequisite(s):</b>	
<b>Delivery Method:</b>	Classroom
<b>Scheduled Hours Per Event:</b>	Determined by region.
<b>Projected Events:</b>	As need by regions.
<b>PIP/ASFA Outcome:</b>	Permanency
<b>Goal &amp; Objectives:</b>	3.1 To reduce the amount of time to achieve legal permanency.

<b>Title:</b>	<b>The 5 W's of Medically Fragile Diagnoses</b>
<b>Description:</b>	This training will address specific disease processes and is for medically foster families that have completed Medically Fragile: Join Hands Together and are currently approved as medically fragile foster homes.
<b>Program Area:</b>	PP
<b>Prerequisite(s):</b>	Medically Fragile: Join Hands Together training.
<b>Delivery Method:</b>	Classroom
<b>Scheduled Hours Per Event:</b>	24
<b>Projected Events:</b>	1
<b>PIP/ASFA Outcome:</b>	Safety, Permanency, Well-Being
<b>Goal &amp; Objectives:</b>	3.3 To increase the number of adoptions. 5.6 To provide a comprehensive professional development and training program that equips staff with the knowledge and skills necessary to provide high quality services. 5.7 To ensure that Protection & Permanency services are fully compliant with Best Practice standards prescribed by the Council on Accreditation.

<b>Title:</b>	<b>The Haberdashery of Customer Service</b>
<b>Description:</b>	This training is designed to target clerical staff, but is appropriate for other staff as well. It deals with the "types" of customers we serve on a daily basis in a humorous manner. Each type of customer is represented by a "hat". The participants will role play each type of customer and come up with ideas of how best to deal with these customers using good customer service.
<b>Program Area:</b>	ALL
<b>Prerequisite(s):</b>	
<b>Delivery Method:</b>	Classroom
<b>Scheduled Hours Per Event:</b>	
<b>Projected Events:</b>	3
<b>PIP/ASFA Outcome:</b>	
<b>Goal &amp; Objectives:</b>	5.1 To improve recruitment and retention of qualified staff. 5.3 To increase fiscal resources to support quality service delivery. 5.4 To support delivery of quality services by improving the safety, efficiency and appearance of the physical work environment. 5.5 To develop and implement continuous quality improvement processes that ensure better services and outcomes for families. 5.6 To provide a comprehensive professional development and training program that equips staff with the knowledge and skills necessary to provide high quality services. 6.2 To increase technical support and resources to community Vision efforts. 6.4 To increase support to all community collaborative activities.

<b>Title:</b>	<b>TWIST</b>
<b>Description:</b>	The Workers Information SysTem is a computer software program designed specifically for the Commonwealth of Kentucky's Protection and Permanency Division. The program allows Social Service Workers to record and retrieve information about their cases. Upon completion of the training, participants will be able to enter, navigate and retrieve information included in general family and child protection cases in TWIST. Participants should have computer and/or typing skills in order to attend TWIST training.
<b>Program Area:</b>	PP
<b>Prerequisite(s):</b>	TWIST: Week I - Preparation and Participation in Judicial Proceedings TWIST: Week II - Case Planning
<b>Delivery Method:</b>	Classroom
<b>Scheduled Hours Per Event:</b>	30
<b>Projected Events:</b>	24
<b>PIP/ASFA Outcome:</b>	Safety, Permanency, Well-Being
<b>Goal &amp; Objectives:</b>	<i>5.2 To improve use of technology to support service delivery.</i> <i>5.3 To increase fiscal resources to support quality service delivery.</i> <i>5.4 To support delivery of quality services by improving the safety, efficiency and appearance of the physical work environment.</i> <i>5.5 To develop and implement continuous quality improvement processes that ensure better services and outcomes for families.</i> <i>5.6 To provide a comprehensive professional development and training program that equips staff with the knowledge and skills necessary to provide high quality services.</i> <i>5.7 To ensure that Protection &amp; Permanency services are fully compliant with Best Practice standards prescribed by the Council on Accreditation.</i>
<b>Title:</b>	<b>TWIST for Recruitment and Certification</b>
<b>Description:</b>	This training is specifically designed for R&C staff and will prepare the participant for entering a foster or adoption case into Kentucky's automated child welfare information system (TWIST) and address case management activities such as termination of parental rights and adoption services. Participants must have computer and TWIST experience prior to attending this training.
<b>Program Area:</b>	PP
<b>Prerequisite(s):</b>	
<b>Delivery Method:</b>	Classroom
<b>Scheduled Hours Per Event:</b>	7.5
<b>Projected Events:</b>	6
<b>PIP/ASFA Outcome:</b>	Safety, Permanency, Well-Being
<b>Goal &amp; Objectives:</b>	<i>5.2 To improve use of technology to support service delivery.</i>
<b>Title:</b>	<b>TWIST for Supervisors</b>
<b>Description:</b>	Upon completion of this training, supervisors will be able to review and approve actions submitted by staff in TWIST. Supervisors attending training will also learn how TWIST can better serve them by utilizing functions of the program to enhance their supervisory skills.
<b>Program Area:</b>	PP
<b>Prerequisite(s):</b>	
<b>Delivery Method:</b>	Classroom
<b>Scheduled Hours Per Event:</b>	7.5
<b>Projected Events:</b>	6
<b>PIP/ASFA Outcome:</b>	Safety, Permanency, Well-Being
<b>Goal &amp; Objectives:</b>	<i>5.3 To increase fiscal resources to support quality service delivery.</i>

<b>Title:</b>	<b>TWIST for Supervisors: Advanced</b>
<b>Description:</b>	This one-day training is a continuation of the TWIST for Supervisors training. Upon completion of this training, supervisors will locate and evaluate information necessary for the peer reviews and other case work documentation in TWIST.
<b>Program Area:</b>	PP
<b>Prerequisite(s):</b>	TWIST for Supervisors
<b>Delivery Method:</b>	Classroom
<b>Scheduled Hours Per Event:</b>	7.5
<b>Projected Events:</b>	6
<b>PIP/ASFA Outcome:</b>	Safety, Permanency, Well-Being
<b>Goal &amp; Objectives:</b>	<p>5.2 To improve use of technology to support service delivery.</p> <p>5.6 To provide a comprehensive professional development and training program that equips staff with the knowledge and skills necessary to provide high quality services.</p> <p>5.7 To ensure that Protection &amp; Permanency services are fully compliant with Best Practice standards prescribed by the Council on Accreditation.</p>
<b>Title:</b>	<b>TWIST for Support Staff</b>
<b>Description:</b>	<p>The Workers Information SysTem is a computer software program designed specifically for the Commonwealth of Kentucky's Protection and Permanency Division. The program allows Social Service Workers to record and retrieve information about their cases. Secretaries and support staff are a vital part of helping workers and supervisors enter and retrieve information in TWIST. Upon completion of the training, participants will be able to enter a DCBS-115, open a new referral, search for various information in TWIST, transfer and accept the transfer of cases in TWIST, and enter Contact screens for general family, child and adult protection cases in TWIST.</p> <p>Participants should have computer and/or typing skills to attend TWIST training. Secretaries, Social Service Aides and staff in other program areas are invited to attend.</p>
<b>Program Area:</b>	PP
<b>Prerequisite(s):</b>	
<b>Delivery Method:</b>	Classroom
<b>Scheduled Hours Per Event:</b>	7.5
<b>Projected Events:</b>	6
<b>PIP/ASFA Outcome:</b>	Safety, Permanency, Well-Being
<b>Goal &amp; Objectives:</b>	<p>5.2 To improve use of technology to support service delivery.</p> <p>5.6 To provide a comprehensive professional development and training program that equips staff with the knowledge and skills necessary to provide high quality services.</p> <p>5.7 To ensure that Protection &amp; Permanency services are fully compliant with Best Practice standards prescribed by the Council on Accreditation.</p>
<b>Title:</b>	<b>TWIST for Support Staff: Advanced</b>
<b>Description:</b>	This one-day training is a continuation of the TWIST for Support Staff training. Upon completion of this training, a variety of support staff will be given the tools to input the Continuous Quality Assessment and Case Plan in TWIST as provided in hard copy by a worker. A pre-written copy of both documents will be provided to the participants for the training.
<b>Program Area:</b>	PP
<b>Prerequisite(s):</b>	
<b>Delivery Method:</b>	Classroom
<b>Scheduled Hours Per Event:</b>	15
<b>Projected Events:</b>	6
<b>PIP/ASFA Outcome:</b>	Safety, Permanency, Well-Being
<b>Goal &amp; Objectives:</b>	<p>5.2 To improve use of technology to support service delivery.</p> <p>5.6 To provide a comprehensive professional development and training program that equips staff with the knowledge and skills necessary to provide high quality services.</p> <p>5.7 To ensure that Protection &amp; Permanency services are fully compliant with Best Practice standards prescribed by the Council on Accreditation.</p>

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**Title:** **TWIST: Supplemental**

**Description:** It is anticipated that regions may have specific TWIST training needs for their staff. Three one-day sessions are being estimated for each region and may include information such as Case Planning, Assessment, Placement, Court Information, Adoptions, as well as Adoption Safe Families Act information. These sessions are flexible and could be designed to meet the needs of the specific region or team in that region.

**Program Area:** PP

**Prerequisite(s):**

**Delivery Method:** Classroom

**Scheduled Hours Per Event:** 7.5

**Projected Events:** 48

**PIP/ASFA Outcome:** Safety, Permanency, Well-Being

**Goal & Objectives:**

- 5.2 *To improve use of technology to support service delivery.*
- 5.3 *To increase fiscal resources to support quality service delivery.*
- 5.4 *To support delivery of quality services by improving the safety, efficiency and appearance of the physical work environment.*
- 5.5 *To develop and implement continuous quality improvement processes that ensure better services and outcomes for families.*
- 5.6 *To provide a comprehensive professional development and training program that equips staff with the knowledge and skills necessary to provide high quality services.*
- 5.7 *To ensure that Protection & Permanency services are fully compliant with Best Practice standards prescribed by the Council on Accreditation.*

**Title:** **TWIST: Termination of Parental Rights (TPR)**

**Description:** This training is specifically designed for staff who work with cases where parental rights have been terminated and adoption is the permanency goal. This session will cover procedures that a child's worker will do at the beginning of TPR and continue with the process that the Recruitment and Certification Worker does including closing the case when the child is adopted. R&C Workers as well as Family Workers are invited to attend.

**Program Area:** PP

**Prerequisite(s):**

**Delivery Method:** Classroom

**Scheduled Hours Per Event:** 7.5

**Projected Events:** 6

**PIP/ASFA Outcome:** Safety, Permanency, Well-Being

**Goal & Objectives:**

- 1.3 *Improve services to foster care youth transitioning to adulthood.*
- 2.1 *To assess each family's situation and deliver quality services based on a comprehensive approach.*
- 3.1 *To reduce the amount of time to achieve legal permanency.*
- 3.3 *To increase the number of adoptions.*
- 3.6 *To preserve family connections as appropriate for children placed in out-of-home care.*
- 5.2 *To improve use of technology to support service delivery.*
- 5.3 *To increase fiscal resources to support quality service delivery.*
- 5.7 *To ensure that Protection & Permanency services are fully compliant with Best Practice standards prescribed by the Council on Accreditation.*

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**Title:** **Various Resource Parent Events**

**Description:** This includes various events for resource parents. I have included 4 adoption fairs, 17 appreciation events, 16 one-day regional trainings, and the parent professional conference which we send parents to and pay their registration and lodging.

**Program Area:** PP

**Prerequisite(s):**

**Delivery Method:** Classroom

**Scheduled Hours Per Event:** Determined by region.

**Projected Events:** 38

**PIP/ASFA Outcome:** Safety, Permanency, Well-Being

**Goal & Objectives:**

- 1.1 *To evaluate impact of "multiple response legislation" (HB 204).*
- 1.2 *To evaluate current services for adults.*
- 1.3 *Improve services to foster care youth transitioning to adulthood.*

- 1.4 To meet or exceed the child safety provisions of the Adoption and Safe Families Act (ASFA) as measured by recurrences of child maltreatment, incidences of abuse/neglect in foster care placements, and timeliness of investigations.
- 2.1 To assess each family's situation and deliver quality services based on a comprehensive approach.
- 2.2 To advocate for the appropriate educational placement of children in CHFS custody.
- 2.3 To increase the number of high school diplomas/GED certificates obtained by children in CHFS custody and in families receiving cash assistance.
- 2.4 To increase the use of community resources and CHFS services.
- 2.5 To improve child support services by increasing paternity establishments, order establishments, and collections.
- 3.1 To reduce the amount of time to achieve legal permanency.
- 3.2 To decrease the recidivism rate for children in out-of-home care.
- 3.3 To increase the number of adoptions.
- 3.4 To reduce the average number of placements for children in out-of-home care.
- 3.5 To minimize the number of children placed in residential care.
- 3.6 To preserve family connections as appropriate for children placed in out-of-home care.

<b>Title:</b>	<b>Working with Adult Guardianship (Non IV-E)</b>
<b>Description:</b>	This training will address all aspects of adult guardianship from assessment of protective needs through case service provision. The training will prepare participants to provide such services as necessary: to develop appropriate case plans, provide appropriate case management, and prepare for and participate in judicial hearings. Client needs and staff's requirement to provide for care and custody will be emphasized. Specific focus will include: assessment for and administration of mental status exams, standards of practice, documentation, and utilization of appropriate community partnerships.
<b>Program Area:</b>	PP
<b>Prerequisite(s):</b>	
<b>Delivery Method:</b>	Classroom
<b>Scheduled Hours Per Event:</b>	15.0
<b>Projected Events:</b>	6
<b>PIP/ASFA Outcome:</b>	Safety, Well-Being
<b>Goal &amp; Objectives:</b>	<ol style="list-style-type: none"> <li>1.1 To evaluate impact of "multiple response legislation" (HB 204).</li> <li>1.2 To evaluate current services for adults.</li> <li>1.3 Improve services to foster care youth transitioning to adulthood.</li> <li>1.4 To meet or exceed the child safety provisions of the Adoption and Safe Families Act (ASFA) as measured by recurrences of child maltreatment, incidences of abuse/neglect in foster care placements, and timeliness of investigations.</li> <li>2.1 To assess each family's situation and deliver quality services based on a comprehensive approach.</li> <li>2.4 To increase the use of community resources and CHFS services.</li> <li>4.4 To increase access to services that help families become and remain self-sufficient.</li> <li>4.6 To strengthen the role of disability determination in meeting family needs.</li> <li>5.1 To improve recruitment and retention of qualified staff.</li> <li>5.6 To provide a comprehensive professional development and training program that equips staff with the knowledge and skills necessary to provide high quality services.</li> <li>5.7 To ensure that Protection &amp; Permanency services are fully compliant with Best Practice standards prescribed by the Council on Accreditation.</li> <li>6.1 To establish Vision community partnerships in every county.</li> <li>6.2 To increase technical support and resources to community Vision efforts.</li> <li>6.3 To implement Comprehensive Family Services (CFS) in every county.</li> <li>6.4 To increase support to all community collaborative activities.</li> </ol>

<b>Title:</b>	<b>Working with Adults with Developmental Disabilities (Non IV-E)</b>
<b>Description:</b>	This training will prepare participants to identify and assess the services needs of adults with developmental disabilities. This includes protective services; general adult services as well as alternate care services. The training will also prepare participants to provide such intake and investigation services as necessary: to develop appropriate case plans, and to provide appropriate case management. Specific focus will include strategies to serve these client populations, application of related standards of practice, documentation of interventions, utilization of appropriate community resources, and identification of client issues related to their disability.
<b>Program Area:</b>	PP
<b>Prerequisite(s):</b>	
<b>Delivery Method:</b>	Classroom
<b>Scheduled Hours Per Event:</b>	7.5
<b>Projected Events:</b>	4
<b>PIP/ASFA Outcome:</b>	Safety, Well-Being



- 1.1 To evaluate impact of "multiple response legislation" (HB 204).
- 1.2 To evaluate current services for adults.
- 1.3 Improve services to foster care youth transitioning to adulthood.
- 1.4 To meet or exceed the child safety provisions of the Adoption and Safe Families Act (ASFA) as measured by recurrences of child maltreatment, incidences of abuse/neglect in foster care placements, and timeliness of investigations.
- 2.1 To assess each family's situation and deliver quality services based on a comprehensive approach.
- 2.2 To advocate for the appropriate educational placement of children in CHFS custody.
- 2.3 To increase the number of high school diplomas/GED certificates obtained by children in CHFS custody and in families receiving cash assistance.
- 2.4 To increase the use of community resources and CHFS services.
- 2.5 To improve child support services by increasing paternity establishments, order establishments, and collections.
- 4.4 To increase access to services that help families become and remain self-sufficient.
- 4.5 To strengthen the role of child support in meeting family needs.
- 4.6 To strengthen the role of disability determination in meeting family needs.
- 5.1 To improve recruitment and retention of qualified staff.
- 5.7 To ensure that Protection & Permanency services are fully compliant with Best Practice standards prescribed by the Council on Accreditation.
- 6.1 To establish Vision community partnerships in every county.
- 6.2 To increase technical support and resources to community Vision efforts.
- 6.3 To implement Comprehensive Family Services (CFS) in every county.
- 6.4 To increase support to all community collaborative activities.

<b>Title:</b>	<b>Workplace Violence</b>
<b>Description:</b>	This training consists of two components. One half-day is lecture to discuss recognizing and defusing workplace violence. Expectations of interactions between police representatives and social workers during removals will also be discussed. The second half of the day instructs students on basic self defense tactics and how to get themselves out of certain physical altercations.
<b>Program Area:</b>	ALL
<b>Prerequisite(s):</b>	
<b>Delivery Method:</b>	Classroom
<b>Scheduled Hours Per Event:</b>	7.5
<b>Projected Events:</b>	20
<b>PIP/ASFA Outcome:</b>	
<b>Goal &amp; Objectives:</b>	<ul style="list-style-type: none"> <li>4.3 To increase the federal participation rates.</li> <li>5.5 To develop and implement continuous quality improvement processes that ensure better services and outcomes for families.</li> <li>5.7 To ensure that Protection &amp; Permanency services are fully compliant with Best Practice standards prescribed by the Council on Accreditation.</li> </ul>